

SAMSUNG

User's Guide

SCX-5315F/5115

Digital Laser MFP

SCX-5315F
SCX-5115

User's Guide



For UK customers:

To reorder your consumables
Call 0800 3164060

For Technical Assistance
Call 0870 2420303



Visit us at:
www.samsungprinter.com

JC68-01054ARev. 1.00

This manual is provided for information purposes only. All information included herein is subject to change without notice. Samsung Electronics is not responsible for any changes, direct or indirect, arising from or related to use of this manual.

© 2003 Samsung Electronics Co., Ltd. All rights reserved.

- SCX-5315F, SCX-5115 and Samsung logo are trademarks of Samsung Electronics Co., Ltd.
- Centronics is a trademark of Centronics Data Computer Corporation.
- IBM and IBM PC are trademarks of International Business Machines Corporation.
- Microsoft, Windows, Windows 9x, Window Me, Windows 2000, Windows NT 4.0 and Windows XP are registered trademarks of Microsoft Corporation.
- All other brand or product names are trademarks of their respective companies or organizations.

CONTENTS

Chapter 1: **GETTING STARTED**

Unpacking	1.2
Component Location	1.4
Front View	1.4
Rear View	1.5
Control Panel Functions	1.6
SCX-5315F	1.6
SCX-5115	1.9
Making Connections	1.11
Installing the Drum and Toner Cartridges	1.14
Turning the Machine On	1.17
Loading Paper	1.17
Setting the Paper Size	1.20
Changing the Display Language	1.20
Using Save Modes	1.21
Toner Save	1.21
Paper Save	1.21
Power Save	1.22

Chapter 2: **INSTALLING SOFTWARE**

About Samsung Software	2.2
MFP Driver	2.2
SmarThru Software	2.2
OCR Software (<i>AnyPage Lite</i>)	2.2
System Requirements	2.3
Installing Samsung Software	2.4
Uninstalling Samsung Software	2.8
Uninstalling the MFP Driver	2.8
Uninstalling Samsung SmarThru	2.10
Using the SmarThru CD-ROM	2.12

Chapter 3: **PAPER HANDLING**

Selecting Print Media	3.2
Paper Guidelines	3.3
Loading Paper in the Cassette	3.4
Using the Bypass Tray	3.6
Setting the Paper Size for Copying	3.9

Chapter 4: **COPYING**

Loading Paper for Copy Output	4.2
Selecting a Paper Tray	4.2
Making Copies from the Automatic Document Feeder	4.3
Making Copies using the Document Glass	4.4
Setting Copy Options	4.6
Image	4.6
Contrast	4.7
Set	4.7
Zoom	4.8
Auto Fit Copying	4.9
Clone Copying	4.10
Duplex Copying	4.11
Collation Copying	4.12

Chapter 5: **PRINTING**

Printing a Document	5.2
Printer Settings	5.3
Accessing Printer Settings	5.3
Printer Properties Tabs	5.4
Printer Properties Buttons & Icons	5.12
Setting Up the Locally Shared Printer	5.12
In Windows 9x/Me	5.12
In Windows NT 4.0/2000/XP	5.13

Chapter 6: SCANNING

Scanning using the Samsung SmarThru	6.2
Scanning Process with TWAIN-enabled Software	6.4

Chapter 7: MAINTENANCE

Cleaning the Scan Unit	7.2
Expected Cartridge Life	7.3
Replacing the Toner Cartridge	7.3
Setting to Notify Toner Low	7.7
Cleaning the Drum	7.8
Replacing the Drum Cartridge	7.8
Consumables and Replacement Parts	7.11

Chapter 8: TROUBLESHOOTING

Document Jams	8.2
Input Misfeed	8.2
Exit Misfeed	8.3
Roller Misfeed	8.3
Paper Jams	8.4
Paper Feed Area	8.4
Fuser Area	8.6
Paper Exit Area	8.7
Duplex Jam	8.9
Bypass Jam	8.10
LCD Error Messages	8.11
Solving Problems	8.13
Copier Problem Solution Chart	8.13
Printing Problem Solution Chart	8.15
Fax Problem Solution Chart	8.18

Appendix A: INSTALLING A NETWORK OPTION

Installing a Network Interface Card	A.2
Configuring Network Parameters	A.6
Supported Operating Systems	A.7
Printing a Network Configuration Page	A.7
Configuring TCP/IP	A.8
Configuring Netware	A.10
Restoring the Network Configuration	A.11
Resetting the Network Interface Card	A.11
Configuring the Samsung Network Printer Port	A.12
Installing Samsung Network Printer Port	A.12
Selecting the Samsung Network Printer Port	A.13

Appendix B: SPECIFICATIONS

General Specifications	B.2
Scanner and Copy Specifications	B.3
Printer Specifications	B.4
Facsimile Specifications	B.4

Important Precautions and Safety Information

When using this product, these basic safety precautions should always be followed to reduce risk of fire, electric shock, and injury to persons:

1. Read and understand all instructions.
2. Use common sense whenever operating electrical appliances.
3. Follow all warnings and instructions marked on the product and in the literature accompanying the product.
4. If an operating instruction appears to conflict with safety information, heed the safety information. You may have misunderstood the operating instruction. If you cannot resolve the conflict, contact your sales or service representative for assistance.
5. Unplug the product from the AC wall socket and/or telephone jack before cleaning. Do not use liquid or aerosol cleaners. Use only a damp cloth for cleaning.
6. Do not place the product on an unstable cart, stand, or table. It may fall, causing serious damage.
7. Your product should never be placed on, near, or over a radiator, heater, air conditioner, or ventilation duct.
8. Do not allow anything to rest on the power lead. Do not locate your product where the cords will be abused by persons walking on them.
9. Do not overload wall outlets and extension cords. This can diminish performance, and may result in the risk of fire or electric shock.
10. Do not allow pets to chew on the AC power, telephone, or PC interface cords.
11. Never push objects of any kind into the product through case or cabinet openings. They may touch dangerous voltage points, creating a risk of fire or shock. Never spill liquid of any kind onto or into the product.
12. Your product may have a heavy cover for optimal pressure on the document for the best scanning and/or faxing (usually the flatbed-type product). In this case, replace the cover after placing a document on the scan glass, by holding it and moving it down slowly until it sits back on the product.
13. To reduce the risk of electric shock, do not disassemble the product. Take it to a qualified service technician when repair work is required. Opening or removing covers may expose you to dangerous voltages or other risks. Incorrect reassembly could cause electric shock when the unit is subsequently used.
14. Unplug the product from the telephone jack, PC and AC wall outlet, and refer servicing to qualified service personnel under the following conditions:
 - When any part of the power cord, plug, or connecting cable is damaged or frayed.

- If liquid has been spilled into the product.
 - If the product has been exposed to rain or water.
 - If the product does not operate properly after instructions have been followed.
 - If the product has been dropped, or the cabinet appears damaged.
 - If the product exhibits a sudden and distinct change in performance.
15. Adjust only those controls covered by the operating instructions. Improper adjustment of other controls may result in damage, and may require extensive work by a qualified service technician to restore the product to normal operation.
 16. Avoid using this product during a lightning storm. There may be a remote risk of electric shock from lightning. If possible, unplug the AC power and telephone cord for the duration of the lightning storm.
 17. SAVE THESES INSTRUCTIONS FOR FUTURE REFERENCE.

Laser Safety Statement

The printer is certified in the U.S. to conform to the requirements of DHHS 21 CFR, chapter 1 Subchapter J for Class I(1) laser products, and elsewhere is certified as a Class I laser product conforming to the requirements of IEC 825.

Class I laser products are not considered to be hazardous. The laser system and printer are designed so there is never any human access to laser radiation above a Class I level during normal operation, user maintenance, or prescribed service condition.

WARNING

Never operate or service the printer with the protective cover removed from Laser/Scanner assembly. The reflected beam, although invisible, can damage your eyes.



CAUTION - INVISIBLE LASER RADIATION
WHEN THIS COVER OPEN.
DO NOT OPEN THIS COVER.

VORSICHT - UNSICHTBARE LASERSTRAHLUNG,
WENN ABDECKUNG GEÖFFNET.
NICHT DEM STRAHL AUSSETZEN.

ATTENTION - RAYONNEMENT LASER INVISIBLE EN CAS
D'OUVERTURE. EXPOSITION DANGEREUSE
AU FAISCEAU.

ATTENZIONE - RADIAZIONE LASER INVISIBILE IN CASO DI
APERTURA. EVITARE L'ESPOSIZIONE AL FASCIO.

PRECAUCIÓN - RADIACIÓN LASER INVISIBLE CUANDO SE ABRE.
EVITAR EXPONERSE AL RAYO.

PERIGO - RADIAÇÃO LASER INVISÍVEL AO ABRIR. EVITE
EXPOSIÇÃO DIRECTA AO FEIXE.

GEVAAR - ONZICHTBARE LASERSTRALEN BIJ GEOPENDE
KLEP. DEZE KLEP NIET OPENEN.

ADVARSEL - USYNLIG LASERSTRÅLNING VED ÅBNING, NÅR
SIKKERHEDSBRYDERE ER UDE AF FUNKTION.
UNNGÅ UDSAETTELSE FOR STRÅLNING.

ADVARSEL - USYNLIG LASERSTRÅLNING NÅR DEKSEL
ÅPNES. STIRR IKKE INN I STRÅLEN. UNNGÅ
EKSPONERING FOR STRÅLEN.

VARNING - OSYNLIG LASERSTRÅLNING NÄR DENNA DEL
ÄR ÖPPEN OCH SPÄRREN ÄR URKOPPLAD.
BETRAKTA EJ STRÅLEN. STRÅLEN ÄR FARLIG.

VARO! - AVATTAESSA JA SUOJALUKITUS OHITETTAESSA
OLET ALTTIINA NÄKYMÄTTÖMÄLLE LASER-
SÄTEILYLLE ÄLÄ KATSO SÄTEESEEN.

注 意 - 严禁揭开此盖, 以免激光泄露灼伤

주 의 - 이 덮개를 열면 레이저광에 노출될 수 있으므로
주의하십시오.

Ozone Safety



During normal operation, this product produces ozone. The ozone produced does not present a hazard to the operator. However, it is advisable that the product be operated in a well ventilated area.

If you need additional information about ozone, please request your nearest Samsung dealer.

Power Saver



This product contains advanced energy conservation technology that reduces power consumption when it is not in active use.

When the product does not receive data for an extended period of time, power consumption is automatically lowered.

The energy star emblem does not represent EPA endorsement of any product or service.

Radio Frequency Emissions

FCC Information to the User

This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

Canadian Radio Interference Regulations

This digital apparatus does not exceed the Class A limits for radio noise emissions from digital apparatus as set out in the interference-causing equipment standard entitled "Digital Apparatus", ICES-003 of the Industry and Science Canada.

Cet appareil numérique respecte les limites de bruits radioélectriques applicables aux appareils numériques de Classe A prescrites dans la norme sur le matériel brouilleur: "Appareils Numériques", ICES-003 édictée par l'Industrie et Sciences Canada.

Fax Branding

The Telephone Consumer Protection Act of 1991 makes it unlawful for any person to use a computer or other electronic device to send any message via a telephone facsimile machine unless such message clearly contains in a margin at the top or bottom of each transmitted page or on the first page of the transmission the following information:

- (1) the date and time of transmission
- (2) identification of either business, business entity or individual sending the message; and
- (3) telephone number of either the sending machine, business, business entity or individual.

Refer to the Facsimile User's Guide for instructions on how to enter this information into your product's memory.

The Telephone Company may make changes in its communications facilities, equipment operations, or procedures where such action is reasonably required in the operation of its business and is not inconsistent with the rules and regulations in FCC Part 68. If such changes can be reasonably expected to render any customer terminal equipment incompatible with telephone company communications facilities, or require modification or alteration of such terminal equipment, or otherwise materially affect its use or performance, the customer shall be given adequate notice in writing, to allow the customer an opportunity to maintain uninterrupted service.

Ringer Equivalence Number

The Ringer Equivalence Number and FCC Registration Number for this product may be found on the label located on the bottom or rear of the product. In some instances you may need to provide these numbers to the telephone company.

The Ringer Equivalence Number (REN) is a measure of the electrical load placed on the telephone line, and is useful for determining whether you have “overloaded” the line. Installing several types of equipment on the same telephone line may result in problems making and receiving telephone calls, especially ringing when your line is called. The sum of all Ringer Equivalence Numbers of the equipment on your telephone line should be less than five in order to assure proper service from the telephone company. In some cases, a sum of five may not be usable on your line. If any of your telephone equipment is not operating properly, you should immediately remove it from your telephone line, as it may cause harm to the telephone network.

WARNING:

FCC Regulations state that changes or modifications to this equipment not expressly approved by the manufacturer could void the user's authority to operate this equipment. In the event that terminal equipment causes harm to the telephone network, the telephone company should notify the customer that service may be stopped. However, where prior notice is impractical, the company may temporarily cease service, providing that they:

- a) Promptly notify the customer.
- b) Give the customer an opportunity to correct the equipment problem.
- c) Inform the customer of the right to bring a complaint to the Federal Communication Commission pursuant to procedures set out in FCC Rules and Regulations Subpart E of Part 68.

You should also know that:

- Your product is not designed to be connected to a digital PBX system.
- If you intend to use a computer modem or fax modem on the same phone line as your product, you may experience transmission and reception problems with all the equipment. It is recommended that no other equipment, except for a regular telephone, share the line with your product.
- If your area experiences a high incidence of lightning or power surges, we recommend that you install surge protectors for both the power and the telephone lines. Surge protectors can be purchased from your dealer or telephone and electronic specialty stores.
- When programming emergency numbers and/or making test calls to emergency numbers, use a non-emergency number to advise the emergency service dispatcher of your intentions. The dispatcher will give you further instructions on how to actually test the emergency number.
- This product may not be used on coin service or party lines.
- This product provides magnetic coupling to hearing aids.
- You may safely connect this equipment to the telephone network by means of a standard modular jack, USOC RJ-11C.

Declaration of Conformity (European Countries)

Approvals and Certifications



The CE marking applied to this product symbolises Samsung Electronics Co., Ltd. Declaration of Conformity with the following applicable 93/68/EEC Directives of the European Union as of the dates indicated:

January 1, 1995: Council Directive 73/23/EEC Approximation of the laws of the member states related to low voltage equipment.

January 1, 1996: Council Directive 89/336/EEC (92/31/EEC), approximation of the laws of the Member States related to electromagnetic compatibility.

March 9, 1999: Council Directive 1999/5/EC on radio equipment and telecommunications terminal equipment and the mutual recognition of their conformity.

A full declaration, defining the relevant Directives and referenced standards can be obtained from your Samsung Electronics Co., Ltd. representative.

EC Certification

Certification to 1999/5/EC Radio Equipment & Telecommunications Terminal Equipment Directive (FAX)

This Samsung product has been self-certified by Samsung for pan-European single terminal connection to the analogue public switched telephone network (PSTN) in accordance with Directive 1999/5/EC. The product has been designed to work with the national PSTNs and compatible PBXs of the European countries:

In the event of problems, you should contact the Euro QA Lab of Samsung Electronics Co., Ltd. in the first instance.

The product has been tested against TBR21. To assist in the use and application of terminal equipment which complies with this standard, the European Telecommunication Standards Institute (ETSI) has issued an advisory document (EG 201 121) which contains notes and additional requirements to ensure network compatibility of TBR21 terminals. The product has been designed against, and is fully compliant with, all of the relevant advisory notes contained in this document.

Replacing the Fitted Plug (for UK Only)

IMPORTANT

The mains lead for this machine is fitted with a standard (BS 1363) 13 amp plug and has a 13 amp fuse. When you change or examine the fuse, you must re-fit the correct 13 amp fuse. You then need to replace the fuse cover. If you have lost the fuse cover, do not use the plug until you have another fuse cover.

Please contact the outlet you purchased the machine from.

The 13 amp plug is the most widely used type in the UK and should be suitable. However, some buildings (mainly old ones) do not have normal 13 amp plug socket. You will need to buy a suitable plug adaptor. Do not remove the moulded plug.

WARNING

**If you cut off the moulded plug, dispose of it immediately.
You cannot rewire the plug and you may receive an electric shock if you plug it into a socket.**

IMPORTANT WARNING: You must earth this machine.

The wires in the mains lead have the following colour code:

- Green and Yellow: Earth
- Blue: Neutral
- Brown: Live

If the wires in the mains lead do not match the colours marked in your plug, do the following:

You must connect the green and yellow wire to the pin marked by the letter 'E', or by the safety 'Earth symbol' or coloured green and yellow or green.

You must connect the blue wire to the pin which is marked with the letter 'N' or coloured black.

You must connect the brown wire to the pin which is marked with the letter 'L' or coloured red.

You must have a 13 amp fuse in the plug, adaptor, or at the distribution board.

SAMSUNG

ELECTRONICS

EU Declaration of Conformity (R&TTE)

We, Samsung Electronics Co., Ltd.

1. Samsung Electronics Co., Ltd.

#259, Gongdan-dong, Gumi-City, Gyungbuk, KOREA, 730-030

(factory name, address)

declare under our sole responsibility that the product

Multi-Function Laser Printer model
"SCX-5315F, SCX-5115 (Samsung),
Workcentre M15i, M15 (Xerox)"

to which this declaration relates is in conformity with

R&TTE Directive 1999/5/EC (Annex II)

Low Voltage Directive 73/23/EEC

EMC Directive 89/336/EEC; 92/31/EEC and 93/68/EEC

By application of the following standards

R&TTE : TBR 21

LVD : EN 60950:2000

EMC : EN55022:1998+A1:2000, EN61000-3-2:2000, EN61000-3-3:1995+A1:2001,
EN55024:1998+A1:2001

(Manufacturer)

Samsung Electronics Co., Ltd.
#259, Gongdan-Dong, Gumi-City
Gyungbuk, Korea 730-030

2003-03-14

(place and date of issue)

任燦淳

Whan-Soon Yim / Senior Manager

(name and signature of authorized person)

(Representative in the EU)

Samsung Electronics Euro QA Lab.
Blackbushe Business Park
Saxony Way, Yateley, Hampshire
GU46 6GG, UK

2003-03-14

(place and date of issue)

이성철

In-Seop Lee / Manager

(name and signature of authorized person)

NOTE: Any queries, problems or requests for accessories/Information as well as service should be directed at the address shown in your warranty paperwork.

1

GETTING STARTED

Thank you for purchasing Samsung multifunctional product. This machine provides printing, copying, scanning, and faxing (SCX-5315F only) functions!

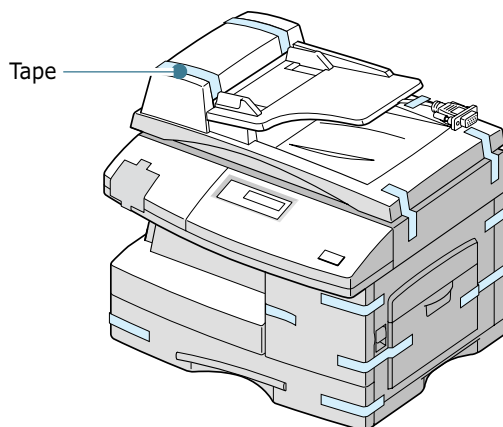
This chapter provides step-by-step instructions on setting up the machine, and installing the software.

This chapter includes:

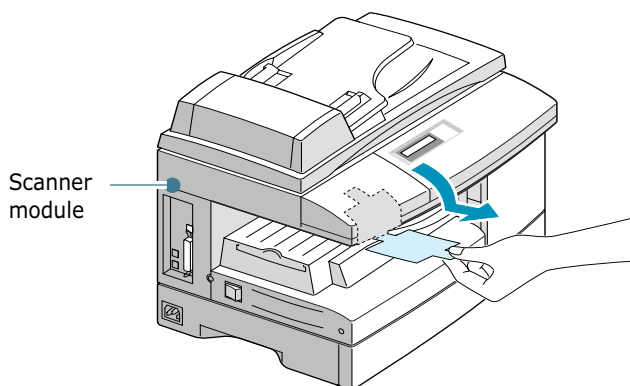
- **Unpacking**
- **Component Location**
- **Control Panel Functions**
- **Making Connections**
- **Installing the Drum and Toner Cartridges**
- **Turning the Machine On**
- **Loading Paper**
- **Setting the Paper Size**
- **Changing the Display Language**
- **Using Save Modes**

Unpacking

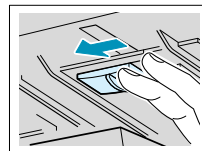
- 1 Remove the shipping tape from the front, back, and sides of the machine.



- 2 Remove the label completely from the scanner module by pulling it straight out, away from the unit. The scan unlock switch automatically moves to the unlock position (🔓).

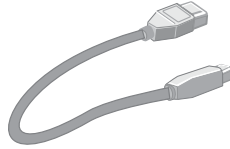


NOTE: To scan or copy a document, the switch must be on that position. When you are moving the machine or do not intend to use it for a long time, push the switch to the lock position (🔒).

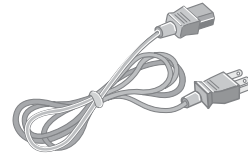


- 3 Pull open the paper cassette and remove the packing material from the paper cassette.

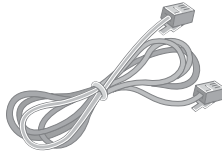
4 Ensure that you have the following:



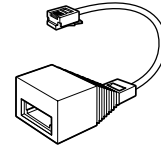
USB Cable



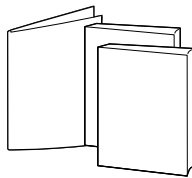
AC Power Cord*



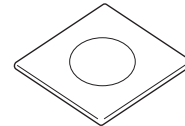
Telephone Line Cord*
(For SCX-5315F only)



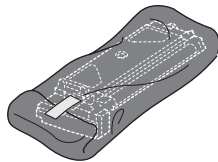
TAM Lead
(For SCX-5315F UK only)



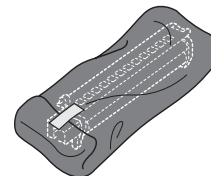
**This User's Guide,
Facsimile User's Guide
(SCX-5315F only),
Quick Install Guide**



CD-ROM[†]



Starter Toner Cartridge



Drum Cartridge

*. The appearance of the power cord and the telephone line cord vary according to countries.

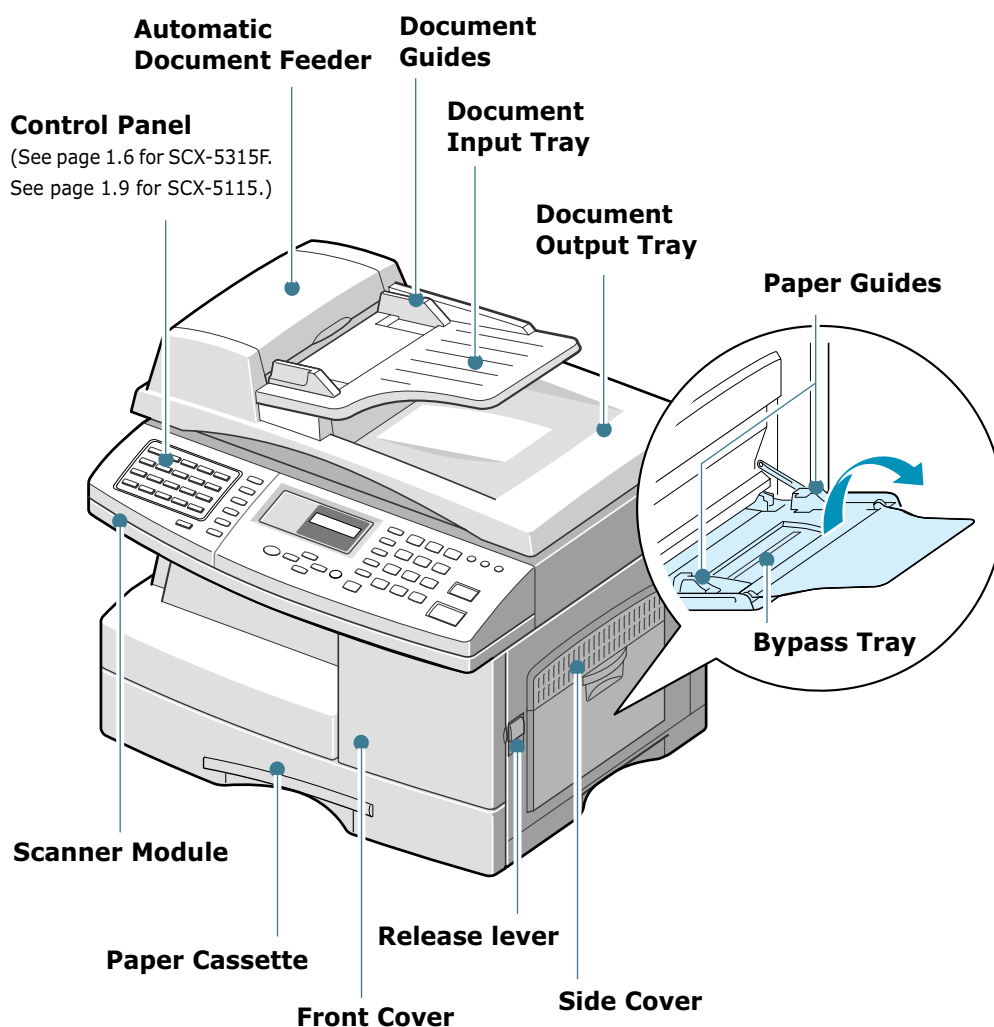
†. The CD-ROM contains the MFP driver, SmarThru software, the SmarThru user's guides and the Adobe Acrobat Reader program.

NOTE: You can purchase and install an optional Network Print Server. For details, see Appendix A, "Installing a Network Option."

Component Location

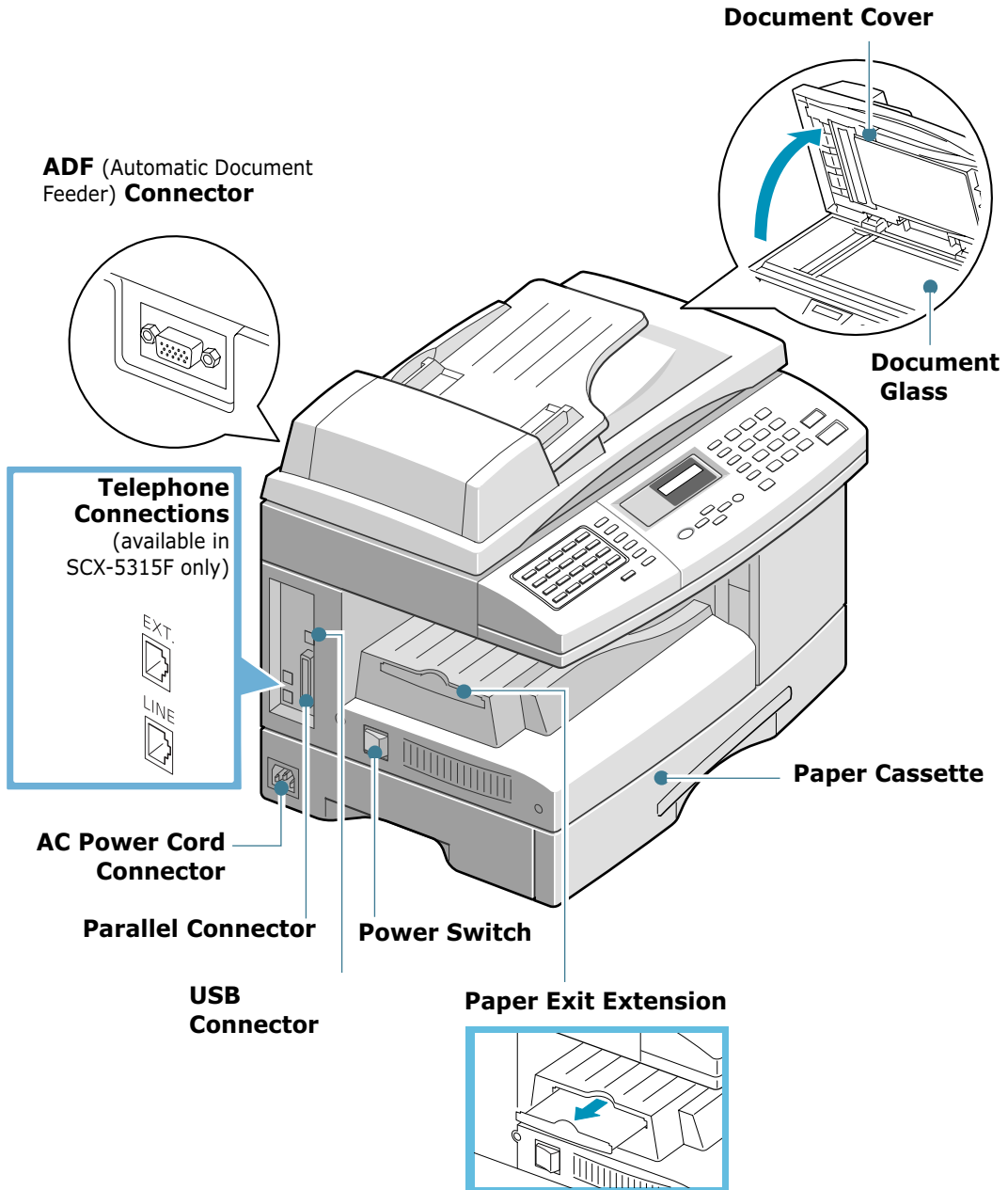
Take a moment to familiarise yourself with the main components of your machine.

Front View



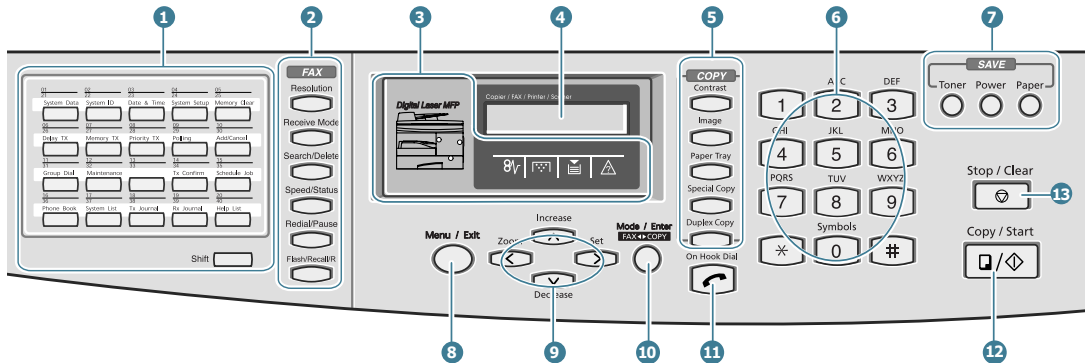
Rear View

1

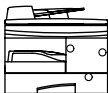
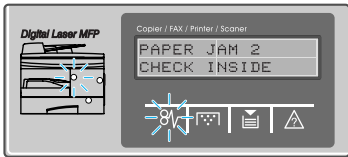






















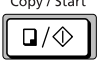

Control Panel Functions

SCX-5315F



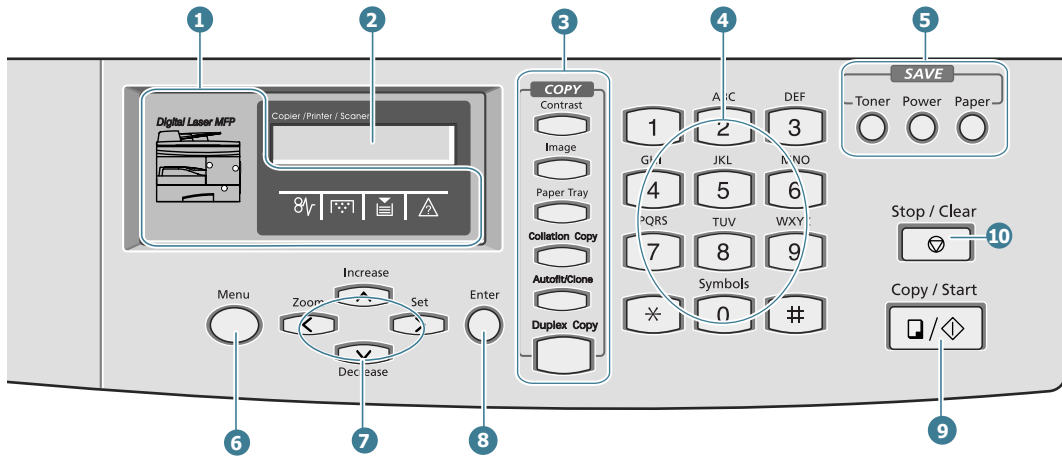
1		Used to store frequently dialed fax numbers and dial them with the touch of one button. Also use in conjunction with the Menu/Exit button to access the corresponding menu function.
	Shift	Allows you to shift one-touch buttons to the locations 21 through 40.
2 FAX		Adjusts the resolution of the current fax job documents.
		Used to choose the receive mode. The selected mode is displayed in Standby mode.
		Used to search for a number in the memory. Also used to delete digits in editing mode.
		Used to store frequently dialed fax numbers and dial them using the associated 2-digit speed dial number. Also used to alternately display alternately the currently active job and any pending jobs.
		Redials the last number in Standby mode or inserts a pause into a fax number in the edit mode.
		Used to perform a hook-switch operation, such as call waiting.

3	 (status map)	<p>When an error occurs, the light on the corresponding location on the Status map turns on, as well as the error indicator, and the error message appears on the display so that you can locate the error. For details on the meaning of the error messages, see page 8.11.</p>  <p>▲ ex) The paper is jammed in the exit area.</p>
		<p>8V Turns on when a paper jam occurs. To clear the jam, see page 8.4.</p>
		<p> Turns on when the toner or drum has almost run out. To replace the toner or drum cartridge, see page 7.3 and page 7.8.</p>
		<p>(Error indicators)</p> <p> Turns on when the input tray you are using is empty. To load paper, see page 1.17.</p> <p> Turns on when an error occurs on the system.</p>
4		Displays the current status and prompts during operation.
5	C O P Y	<p>Contrast</p>  <p>Used to adjust the contrast of the current copy or fax job.</p>
		<p>Image</p>  <p>Used to select the text type for the current copy job or fax job.</p>
		<p>Paper Tray</p>  <p>Used to specify the paper tray you want to use in Fax or Copy mode.</p>
		<p>Special Copy</p>  <p>Used to set up special copy features, such as AutoFit, Clone, and Collation.</p>
		<p>Duplex Copy</p>  <p>The current copy job will use both sides of the paper when printed.</p>
6		Used to dial a number or enter alphanumeric characters.

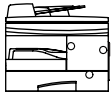
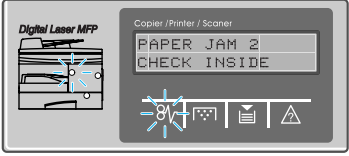






7 SAVE	 Toner	Allows you to save toner by using less toner to print a document.
	 Power	Allows you to save power by reducing power consumption when not printing.
	 Paper	Allows you to save paper by printing 2 pages on a single sheet of paper (available in the Copy mode only).
8	 Menu / Exit	Enters the menu functions in conjunction with the one-touch buttons. Also backs you up to the previous menu level or exits the menu.
9*	 Increase	Scrolls through the menu items. When you set the copy size or the copy page number, they can be used to change the number.
	 Decrease	
9*	 Zoom	Scrolls through the options available for the selected menu item. In the Copy mode, < allows you to change the zoom rate and > to change the number of copies.
	 Set	
10	 Mode / Enter	Selects the mode to activate: FAX or COPY. Also, confirms the selection on the display.
11	 On Hook Dial	Engages the telephone line.
12	 Copy / Start	Used to start a job.
13	 Stop / Clear	Used to stop an operation at any time. Also, used to clear/cancel the copy options such as the zoom rate and multi copy pages in Copy mode.













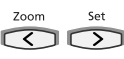



* Navigation buttons

SCX-5115



1

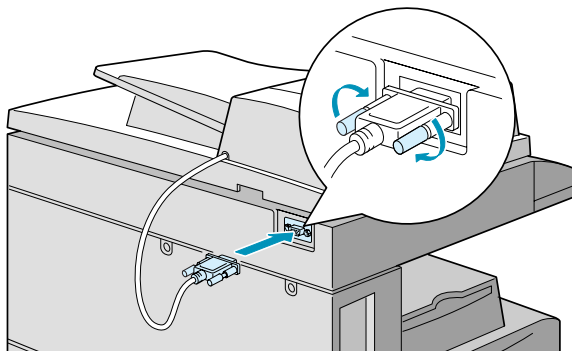
1	 (status map)	<p>When an error occurs, the light on the corresponding location on the Status map turns on, as well as the error indicator, and the error message appears on the display so that you can locate the error. For details on the meaning of the error messages, see page 8.11.</p>  <p>▲ ex) The paper is jammed in the exit area.</p>
	 (Error indicators)	<p> Turns on when a paper jam occurs. To clear the jam, see page 8.4.</p> <p> Turns on when the toner or drum almost runs out. To replace the toner or drum cartridge, see page 7.3 and page 7.8.</p> <p> Turns on when the input tray you are using is empty. To load paper, see page 1.17.</p> <p> Turns on when an error occurs on the system.</p>
2		<p>Displays current status and prompts during operation.</p>

3 C O P Y		Used to adjust the contrast of the current copy job.
		Used to select the text type for the current copy job.
		Used to specify the paper tray you want to use in Copy mode.
		Used to collate the copied documents.
		Used to print the original image to fit the page (Auto Fit) or to print multiple copies on a single page (Clone).
		The current copy job will use both sides of the paper when printed.
4		Used to enter numbers.
5 S A V E		Allows you to save toner by using less toner to print a document.
		Allows you to save power by reducing power consumption when not printing.
		Allows you to save paper by printing 2 pages on a single sheet of paper (available in the Copy mode only).
6		Enters the Menu mode.
7		Scrolls through the menu items. When you set the copy size or the copy page number, they can be used to change the number.
		Scrolls through the options available for the selected menu item. The < button allows you to change the zoom rate and the > button to change the number of copies.
8		Confirms the selection on the display.
9		Used to start a job.
10		Used to stop an operation at any time. Also, used to clear/cancel the copy options such as the zoom rate and multi copy pages in Copy mode.

Making Connections

1

- 1 Connect the ADF (Automatic Document Feeder) cord to this port and fasten the side screws.



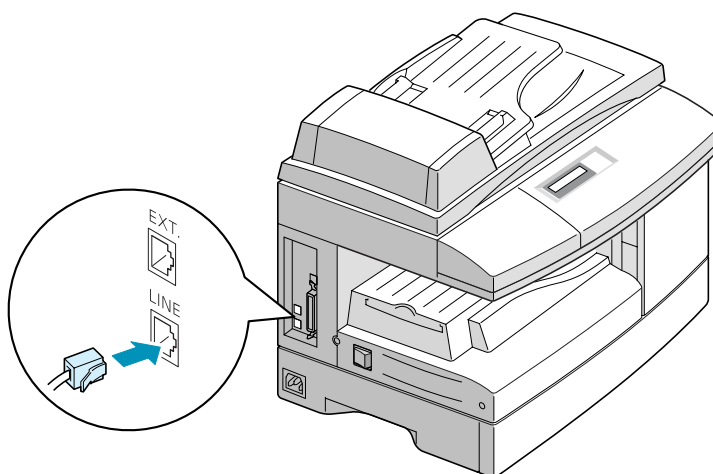
NOTE: Without connecting the cord to the port, you cannot use the ADF.

2 If you have SCX-5115:

Skip this step and proceed to step 3.

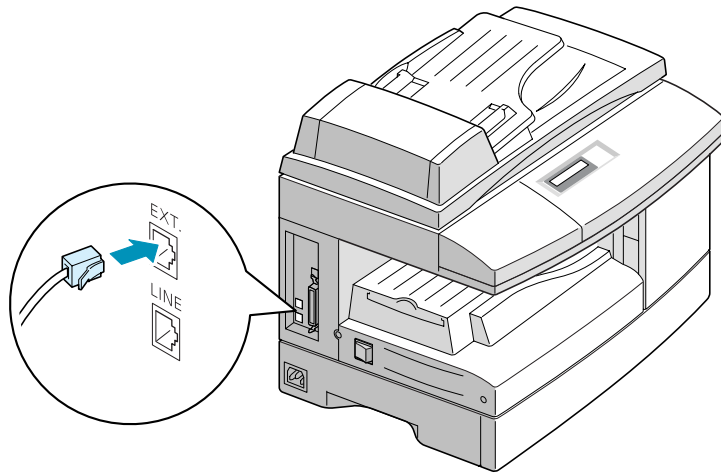
If you have SCX-5315F:

Connect the supplied telephone line to the **LINE** jack and the other end to the wall jack.

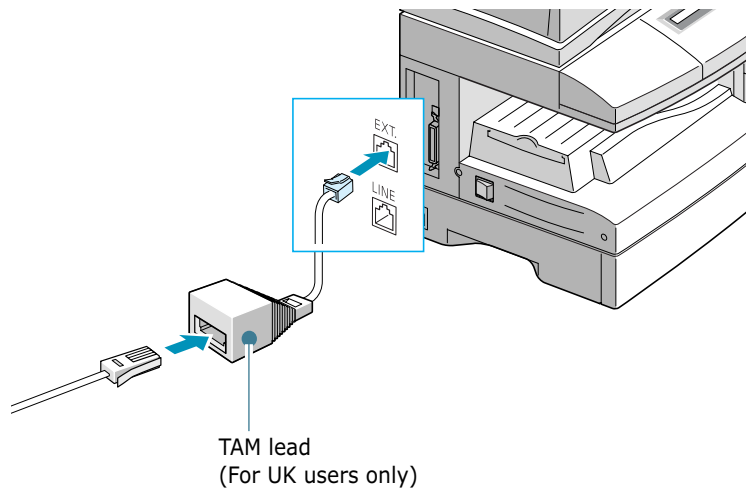


If you want to use your machine for receiving both faxes and voice calls, you will need to connect a telephone and/or answering machine to your machine.

Plug the cord of your extension phone or answering machine into the **EXT** jack.



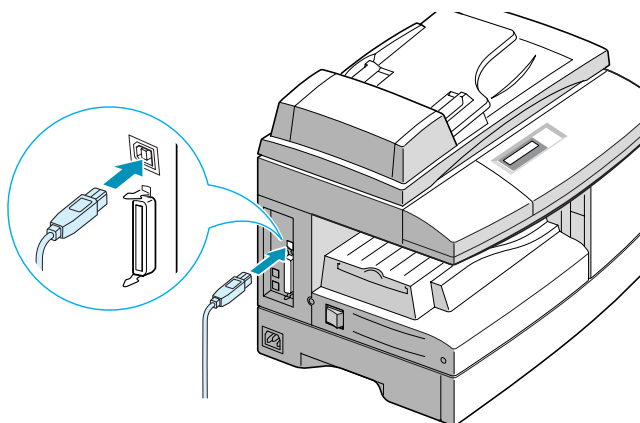
UK users should plug the cord of the extension phone into the supplied TAM lead and plug the cord of the TAM lead into the **EXT** jack on the back of your machine.



NOTES:

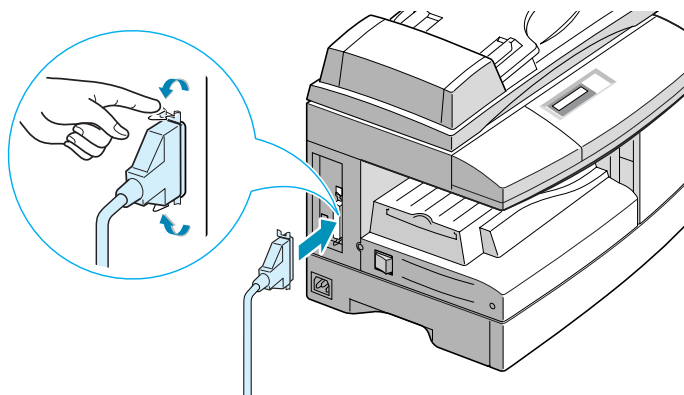
- For UK users, use the TAM lead and the telephone line cord supplied with your machine.
- You should use the telephone line cord which is supplied with your machine. If you are replacing it with another vendor's, it should be AWG #26 or lower gage.

3 Connect the USB cable which came with your machine.



1

If you want to use a parallel printer cable, only use a IEEE-1284 compliant cable and connect it to the parallel connector on your machine.

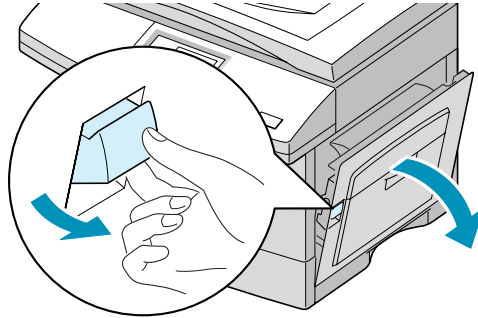


NOTE:

- To connect the machine to the parallel port of the computer requires a certified parallel cable. You will need to buy the a IEEE1284 compliant cable.
- You only need to connect one of the above cables.
- If you are using a USB cable, you must be running Windows 98/Me/2000/XP.
- When using the a USB connection, your machine provides two USB modes; Fast and Slow. Fast is the default mode. Some PC user may experience poor USB function in the default mode. If this occurs, select the Slow mode to achieve successful results. For details on changing the USB mode, see page 8.16.

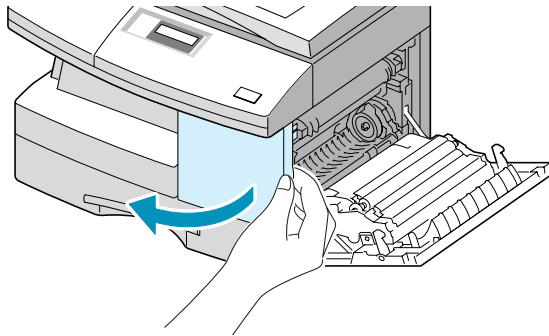
Installing the Drum and Toner Cartridges

- 1 Pull the release lever to open the side cover.

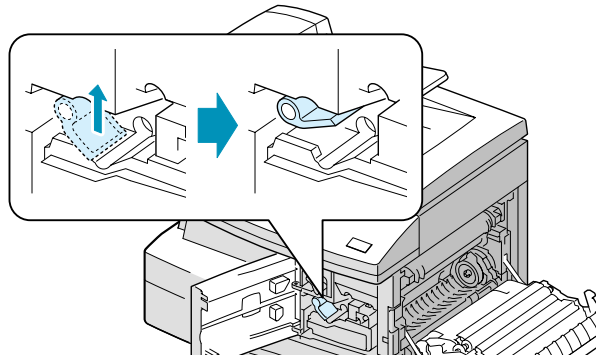


CAUTION: Ensure that the side cover is always open before opening the front cover.

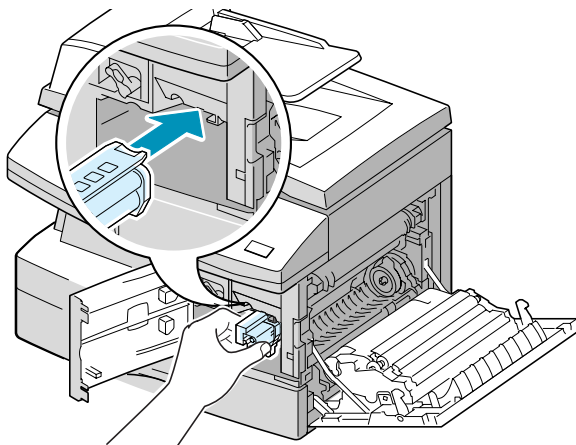
- 2 Open the front cover.



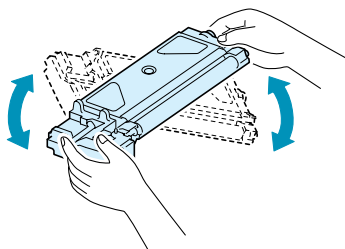
- 3 If the cartridge locking lever is on the lower position, turn the lever upward until it locks into place.



- 4** Remove the drum cartridge from its bag and slide it into the machine firmly until it locks into place completely.

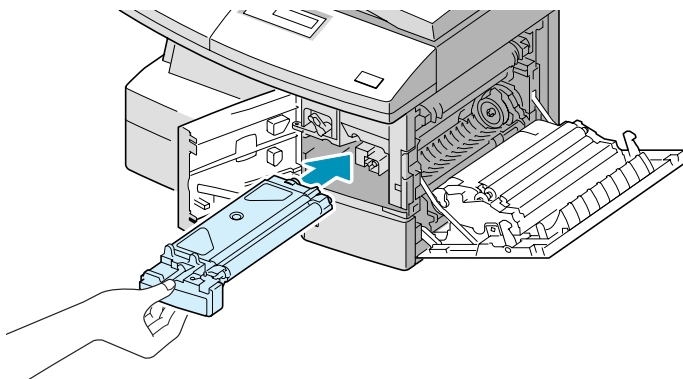


- 5** Remove the starter toner cartridge from its bag. Gently shake the cartridge to loosen the toner.

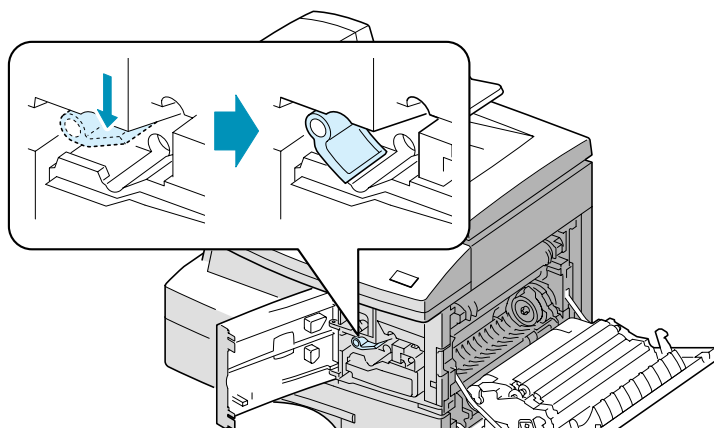


Thoroughly shaking the cartridge will assure maximum copies per cartridge.

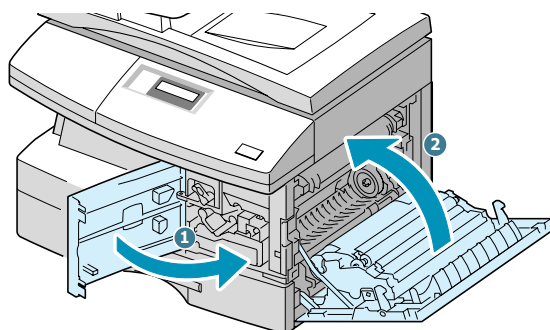
- 6** Slide the toner cartridge into the machine aligning the cartridge to the left of the slot until it locks into place completely.



- 7 Turn the cartridge locking lever downwards until it locks into place.



- 8 Close the front cover ❶ and then side cover ❷.



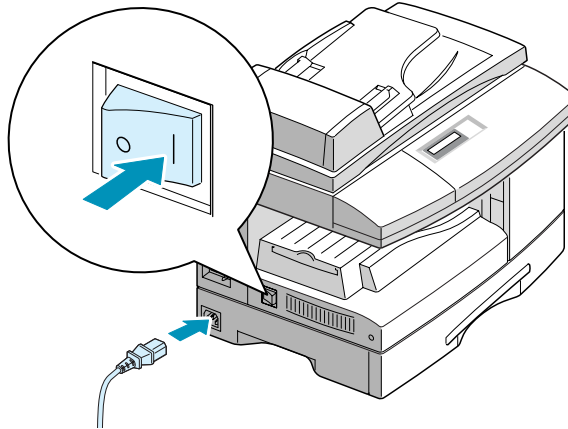
NOTE: When the drum or toner cartridge need to be replaced, the display indicates the corresponding message with the error indicator. Refer to the list of error messages on page 8.11.

To replace the drum and toner cartridges, see page 7.8 and page 7.3 respectively.

Turning the Machine On

1

- 1 Plug one end of the supplied three-wire electrical grounding type cord into the AC socket on the machine and the other end into a properly grounded AC outlet.



- 2 Turn on the power switch. "WARMING UP PLEASE WAIT" appears on the display indicating that the machine now is on.

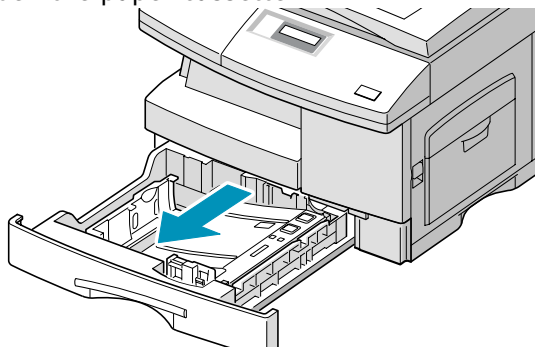
To view your display text in another language, see page 1.20.

Note: Power cord must be plugged into a grounded power socket.

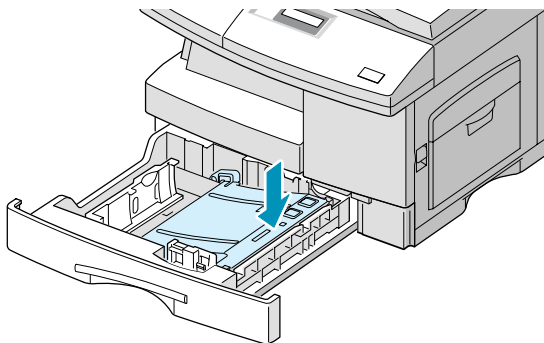
Loading Paper

The paper cassette can hold a maximum of 550 sheets of 20lb plain paper. For copying or faxing, you can use A4-, letter-, or legal-size paper only.

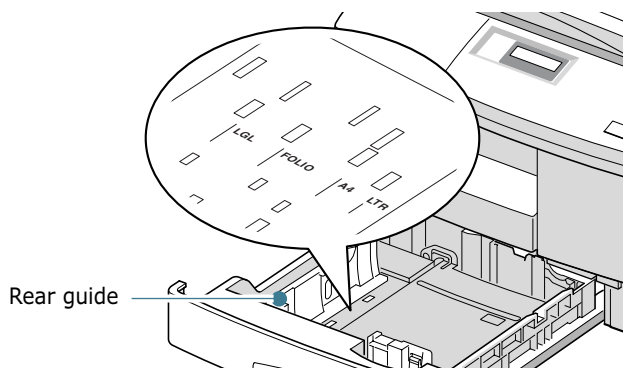
- 1 Pull open the paper cassette.



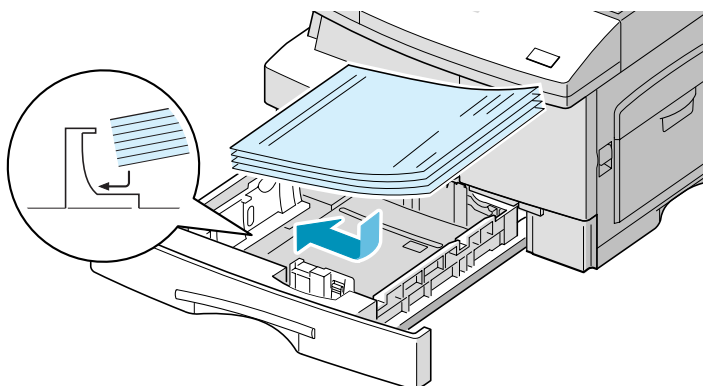
- 2** Push down on the pressure plate until it locks in position.



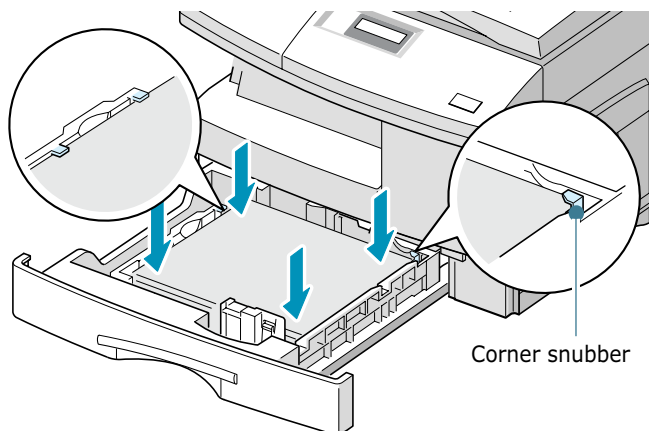
- 3** Adjust the rear paper guide to the desired paper length. It is preset to Letter or A4 size depending on the country. To load another size, lift and insert the rear guide into the corresponding position.



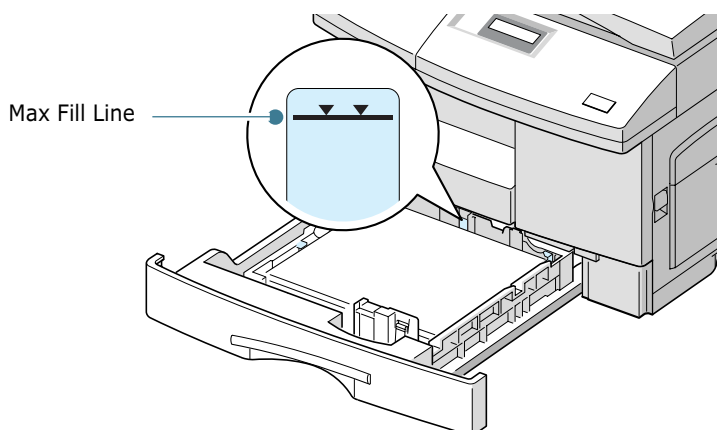
- 4** Fan the paper and insert it into the cassette.



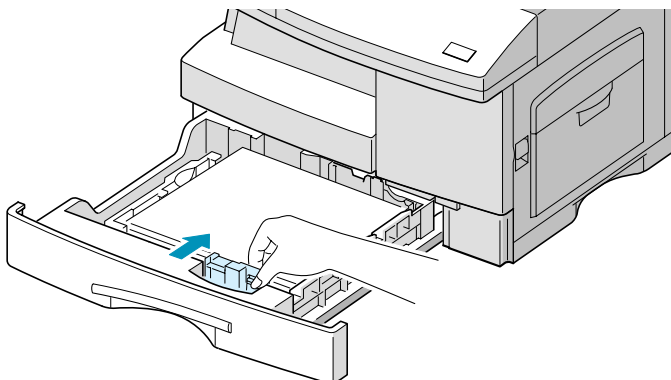
- 5** Ensure that the paper corners are under the corner snubbers.



Do not fill above the max fill line.



- 6** While pinching the side guide as shown, move it toward the stack of paper until it lightly touches the side of the stack. If it is too tight it will bend the paper.



- 7** Close the paper cassette.

Setting the Paper Size

After loading paper in the paper cassette, you need to set the paper size using the control panel buttons. These settings will apply to the Copy mode only. In the PC printing mode, you have to select the paper size in the application program you use.

- 1 Press **Menu/Exit** and then **System Data** from the one-touch dial keypad. SCX-5115 users should press **Menu** and then **Enter**.

The display shows "CASSETTE PAPER" on the top line and the available options on the bottom line.

- 2 Use < or > to find the paper size you are using, and press **Mode/Enter** (**Enter** for SCX-5115) to save the selection.

You can press the corresponding number shown on the display to select the paper size.

- 3 To return to Standby mode, press **Stop/Clear**.

Changing the Display Language

To change the language that is displayed on the LCD display, take the following steps:

- 1 Press **Menu/Exit** and then **System Setup** from the one-touch dial keypad. SCX-5115 users should press **Menu** and then **Enter**.
- 2 Press ^ or v until "SELECT LANGUAGE" appears on the top line of the display. The current setting appears on the bottom line of the display.
- 3 Press < or > until you see the language you want on the display.
- 4 Press **Mode/Enter** (**Enter** for SCX-5115) to save the selection.
- 5 To return to Standby mode, press **Stop/Clear**.

Using Save Modes

Toner Save

The Toner Save feature allows the printer to use less toner on each page. Activating this mode extends the life of the toner cartridges up to twice as long as in normal mode, but reduces the print quality.

To turn the Toner Save mode on, take the following steps:

- 1 Press **SAVE Toner**. The display shows the current setting on the bottom line.
- 2 Press **SAVE Toner** or use the navigation buttons to change the setting.

To enable the Toner Save mode on, select "ON." The button backlight is on. To disable the mode, select "OFF." The button backlight is off.

- 3 Press **Mode/Enter** (**Enter** for SCX-5115) to save the selection.

Paper Save

This feature prints 2 pages on a single sheet to save paper. To turn this feature on, take the following steps:

- 1 Press **SAVE Paper**. The display shows the current setting on the bottom line.
- 2 Press **SAVE Paper** or use the navigation buttons to change the setting. To enable the Paper Save mode, select "ON." Or select "OFF" to disable the mode.
- 3 Press **Mode/Enter** (**Enter** for SCX-5115) to save the selection.



NOTES:

- The Paper Save mode is available only when the document is loaded in the ADF.
 - The Paper Save mode is disabled when you set the collation or duplex copy options.
-

Power Save

The Power Save mode allows the printer to reduce power consumption when it is not in actual use. To turn the Power Save mode on, take the following steps:

- 1 Press **SAVE Power**. The display shows the current setting on the bottom line.
- 2 Press **SAVE Power** or use the navigation buttons to change the setting. To enable the Power Save mode, select "ON." Or select "OFF" to disable the mode.
- 3 Press **Mode/Enter** (**Enter** for SCX-5115) to save the selection.

You can further select the length of time the machine waits after a job is printed before it switches to a reduced power state.

- 1 Press **Menu/Exit** and then **System Data** from the one-touch dial keypad. SCX-5115 users should press **Menu** and then **Enter**.
- 2 Press \wedge or \vee until "POWER SAVE" appears on the display. Make sure that "ON" blinks on the bottom line.

If necessary, use \lt or \gt to select "ON" and press **Mode/Enter** (**Enter** for SCX-5115).

- 3 The available time settings appear on the display and the current setting blinks. The available options are 5, 10, 15, 30, and 45 (minutes). Press \lt or \gt until the desired time blinks.
- 4 Press **Mode/Enter** (**Enter** for SCX-5115) to save the selection.
- 5 To return to Standby mode, press **Stop/Clear**.



2

INSTALLING SOFTWARE

This chapter provides information about installing the supplied Samsung software. You must install the Samsung software to use your machine as a printer and scanner.

The topics included in this chapter are:

- **About Samsung Software**
- **System Requirements**
- **Installing Samsung Software**
- **Uninstalling Samsung Software**

About Samsung Software

You must install the SmarThru CD-ROM after you have set up your machine and connected it to your computer. The SmarThru CD-ROM includes the following:

- MFP Driver
- SmarThru Software
- OCR Software (AnyPage Lite)

MFP Driver

To use your machine as a printer and scanner, you must install the MFP driver.

SmarThru Software

SmarThru is the accompanying software for your multifunctional product. SmarThru contains a powerful image editor that allows you to edit images in many ways and also includes powerful Internet mail client software.

With SmarThru, you can save the scanned images in a dedicated storage area for subsequent editing, sending via e-mail or fax, printing, and processing by other programmes of your choice.

OCR Software (AnyPage Lite)

OCR (Optical Character Recognition) is software that has the ability to recognise most character formats, so that a scanned document can be read and edited with word processing software.

System Requirements

Before you begin, ensure that your system meets the minimum requirements.

Supported Operating System

Windows 95 OSR2/Windows 98/Windows 98 SE/Windows Me/Windows NT 4 Workstation or Server with Service Pack 3/Windows 2000 Professional or Advanced Server/Windows XP Home edition or Professional.

Minimal Requirements

- Disk space: 120 MB for installation
- Memory: 64 MB
- CPU: Pentium II 233 or higher
- Required software: Internet Explorer 4.01.

Recommended

- Disk space: 220 MB for installation
- Memory: 128 MB
- CPU: Pentium II 400 or higher
- Required software: Internet Explorer 5.5



NOTES:

- For Windows NT/2000/XP, the system administrator should install the software.
 - Windows 95 versions prior to OSR2 are not recommended due to incompatibility with OLE/COM libraries.
-

Installing Samsung Software



NOTES:

- For Windows 95/98/Me/NT 4.0/2000/XP users, cancel the “New Hardware Found” screen when the computer boots up.
- Make sure that your machine is plugged in and connected to your computer’s parallel port or USB port **before installing software** from the CD. Windows 95 and Windows NT 4.0 do not support USB connection.

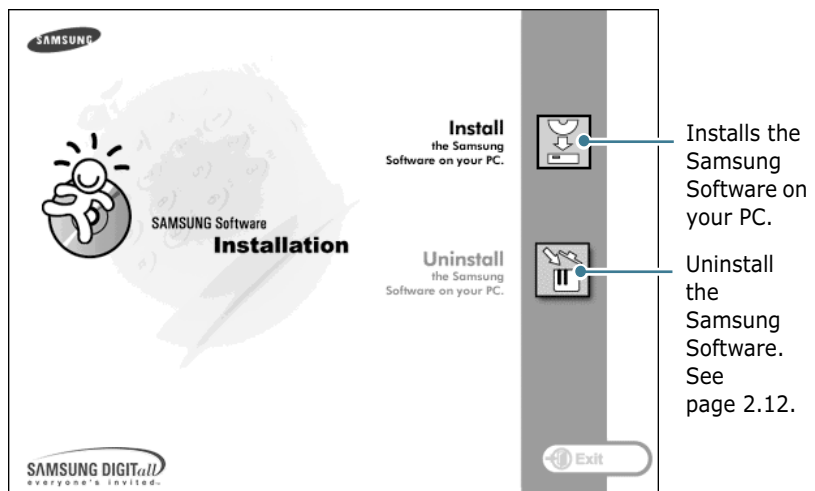
- 1 Insert the supplied SmarThru CD-ROM into your CD-ROM drive.

The SmarThru CD-ROM should automatically run and the opening window appear.

If the installation window does not appear, click **Start**, and then **Run**. Type **X:Autorun.exe**, replacing “X” with the letter of your drive, and click **OK**.

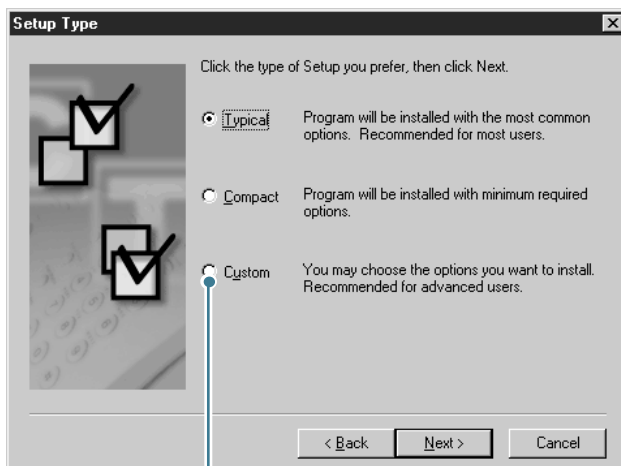
- 2 If you are asked to select the language, choose the desired language.

- 3 Click **Install the Samsung Software on your PC**.

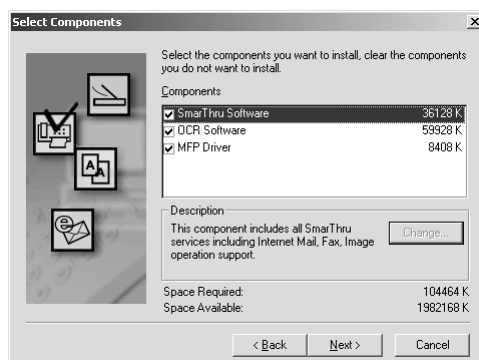


- 4 Follow the on-screen instructions and click **Next**.

- 5 The SmarThru installation supports three types of setup:
- **Typical:** Program will be installed with the most common options and is recommended for most users.
 - **Compact:** Only the MFP driver will be installed.
 - **Custom:** You may choose the options you want to install. Recommended for advanced users.



If you select the Custom installation, you may choose the options you want to install.

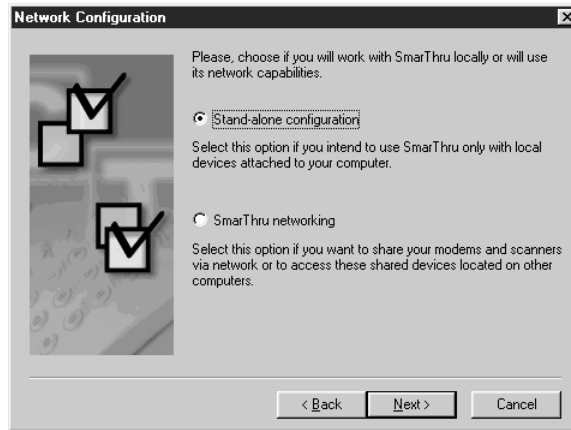


- **SmarThru Software:** to scan and edit images and to work with electronic documents.
- **OCR Software:** AnyPage Lite software to enable OCR.
- **MFP Driver:** to print and scan.

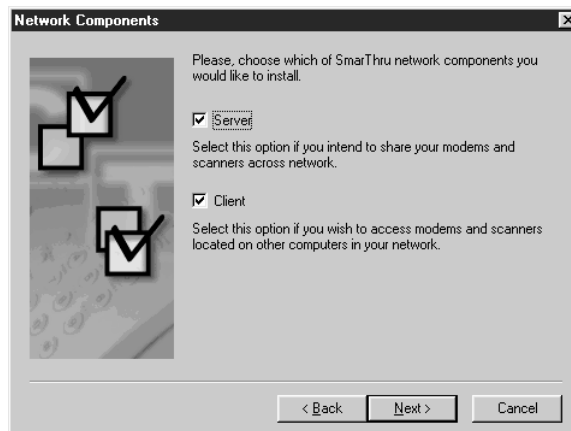
- 6 Selecting the type, Click **Next**.

- 7 Choosing **SmarThru networking** option allows you to share the modems on other computers in your network, and your machine as a scan device or to access similar shared devices.

Stand-alone configuration does not allow you to use any networking features such as Remote Fax or Remote Scan service.

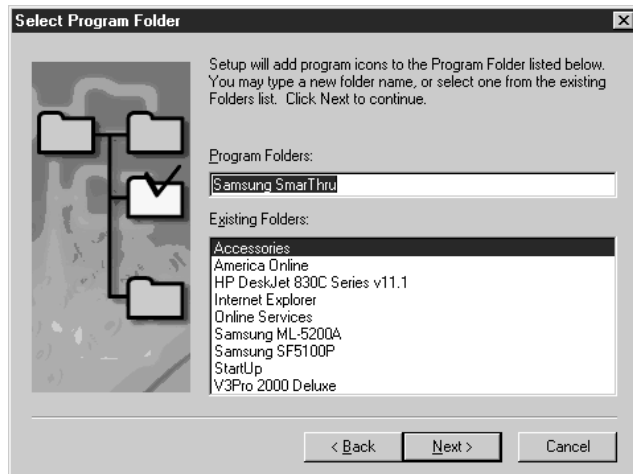


If you selected **SmarThru networking**, you can select to install it as a Server, a Client, or both.



The **Server** option allows you to share a local fax modem and/or a scanner over a LAN. You can control sharing by managing a remote service user. The **Client** option allows you to use Remote Fax or Remote Scan services provided by a SmarThru Server over a LAN. You need to have a client account provided by the server. For details on Remote Fax/Scan Services, please refer to the SmarThru User's Guide.

8 Click **Next**.



9 When the installation is completed, shut down and restart your computer.

If your computer does not shut down and restart automatically, you must shut it down manually and restart it before the changes will be saved.



NOTE: When you install the software, the Digital Signature Not Found window appears in Windows 2000 and Windows XP. Click **OK** in Windows 2000 and click **Continue Anyway** in Windows XP.

Uninstalling Samsung Software

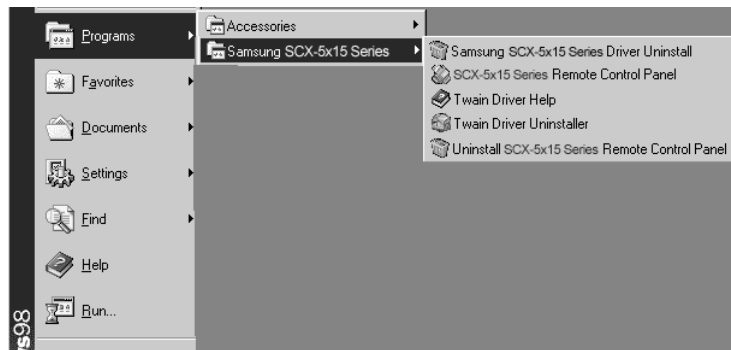
Uninstall is required if you are upgrading the software or if your installation fails. You can uninstall all software including SmarThru and MFP drivers, using the SmarThru CD or uninstall the desired item using the Window unInstallShield.



Note: Before beginning uninstallation, ensure that all applications are closed on your PC. A system reboot is required after the software is uninstalled.

Uninstalling the MFP Driver

- 1 From the **Start** menu, select **Programs**, then select **Samsung SCX-5x15 Series**.



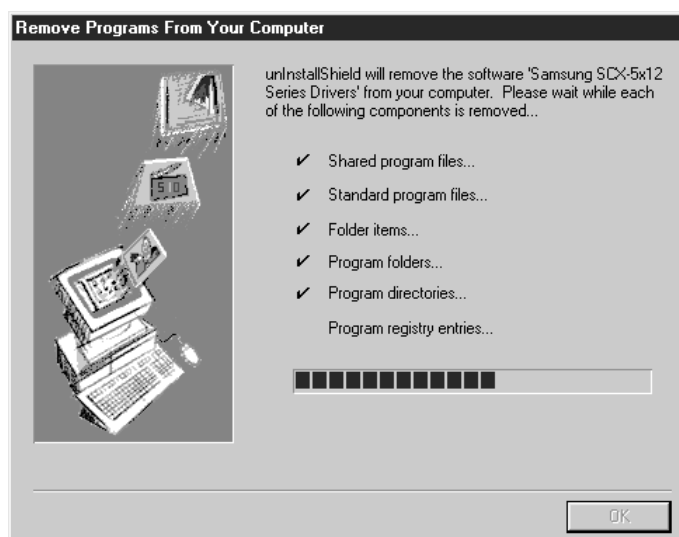
- 2 You can select a component in the MFP driver to uninstall individually.

If you want to uninstall the scan driver, select **TWAIN Driver Uninstaller**.

If you want to uninstall the printer driver, select **Samsung SCX-5x15 Series Driver Uninstall**.

If you want to uninstall the Remote Control Panel, select **Uninstall SCX-5x15 Series Remote Control Panel**.

- 3 When your computer confirms your selection, click **Yes**. The selected printer driver and all its components are removed from your computer.



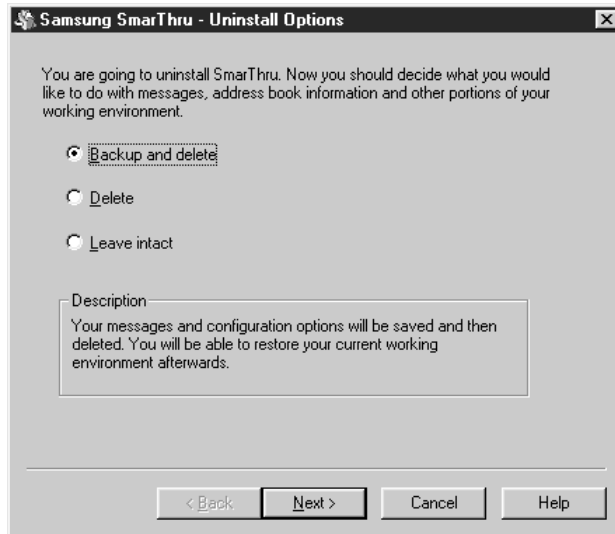
- 4 When the uninstallation is done, click **OK**.
- 5 The message box recommends you restart your computer. Click **OK**, then restart Windows.



NOTE: If you want to install the printer driver or the scan driver using the SmarThru CD-ROM, make sure that you select the Setup Type to **Compact**. Or select **Custom** then select **MFP Driver**. For details, see page 2.5.

Uninstalling Samsung SmarThru

- 1 From the **Start** menu, select **Programs**.
- 2 Select **Samsung SmarThru**, then select **SmarThru 3 Uninstall**.
- 3 When your computer asks you to confirm your selection, click **Yes**. The Uninstall Options dialogue box appears.



Uninstall options are:

- **Backup and delete:** Backs up all your data and options to a safe place. It then removes the SmarThru system, including the data.
- **Delete:** Deletes all the SmarThru data and options. No backup or copying takes place. Be careful while using this option as you can easily lose your data.
- **Leave intact:** Uninstalls SmarThru software leaving data and option intact. This can be useful, if, for example, you decide to install the Stand Alone configuration over the SmarThru Networking. In this case, uninstall Samsung SmarThru having the **Leave intact** option set and install the SmarThru Stand Alone configuration.

- 4 After selecting the uninstall option, click **Next**.

- 5 Follow the on-screen instructions to complete the un-installation. The SmarThru software and all components will be removed.



- 6 When the uninstallation is done, click **OK**. The message box recommends restarting your computer.
- 7 Click **OK**.

Shut down and restart your computer to complete the un-installation process and save your changes.

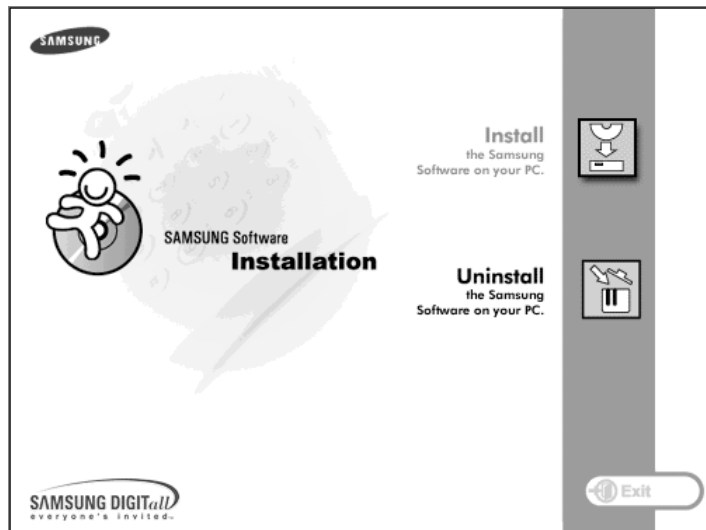
Using the SmarThru CD-ROM

You can uninstall both the MFP driver and the SmarThru software with the CD-ROM you have used to install the software.

- 1 Insert the SmarThru CD-ROM into your CD-ROM drive.

The SmarThru CD-ROM should automatically run and the installation window appear. If the installation window does not appear, select **Run** from the Start menu, then type **X:Autorun.exe**, replacing "X" with the letter of your drive and click **OK**.

- 2 If you are asked to select the language, choose the desired language.
- 3 Click **Uninstall the Samsung Software on your PC**.



- 4 Follow the on-screen instructions to complete the un-installation.

You must shut down and restart your computer before any changes you have made will take effect.



3

PAPER HANDLING

This chapter introduces you to the basics of selecting print media and loading print media into your machine.

This chapter includes:

- **Selecting Print Media**
- **Paper Guidelines**
- **Loading Paper in the Cassette**
- **Using the Bypass Tray**
- **Setting the Paper Size for Copying**

Selecting Print Media

Always use print media that meets the guidelines for use with this machine. Using a print media that is not recommended may cause paper jams or print quality problems.

Media Size Input Sources and Capacities

Media Size	Input Source/Capacity ^a	
	Paper Cassette	Bypass Tray
Plain paper Letter (8.5 x 11 in.) Folio (8.5 x 13 in.) Legal (8.5 x 14 in.) Executive (7.25 x 10.5 in.) A4 (210 x 297 mm) B5 (182 x 257 mm) A5 (148 x 210 mm)	YES/550 YES/550 YES/550 NO/0 YES/550 NO/0 NO/0	YES/100 YES/100 YES/100 YES/100 YES/100 YES/100 YES/100
Envelopes No. 10 (4.12 x 9.5 in.) C5 (162 x 229 mm) DL (110 x 220 mm) Monarch (3.87 x 7.5 in.) B5 (176 x 250 mm)	NO/0 NO/0 NO/0 NO/0 NO/0	YES/10 YES/10 YES/10 YES/10 YES/10
Labels^b Letter (8.5 x 11 in.) A4 (210 x 297 mm)	NO/0 NO/0	YES/30 YES/30
Transparency films^b Letter (8.5 x 11 in.) A4 (210 x 297 mm)	NO/0 NO/0	YES/30 YES/30
Card stocks^b A6 (105 x 148 mm) Post Card (4 x 6 in.) Hagaki (100 x 148 mm)	NO/0 NO/0 NO/0	YES/10 YES/10 YES/10

- Maximum capacity may be reduced depending on paper thickness.
- If you are experiencing excessive jamming, feed one sheet at a time through the Bypass Tray.

Paper Guidelines

When selecting or loading paper, envelopes, or other special media, keep these guidelines in mind:

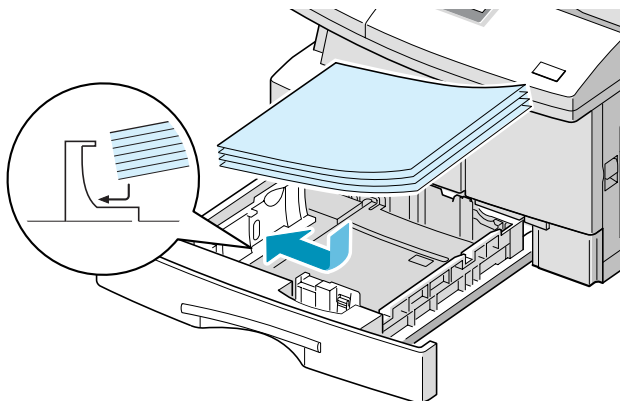
- Attempting to print on damp, curled, wrinkled, or torn paper can cause paper jams and poor print quality.
- Use only high quality copier grade paper. Avoid paper with embossed lettering, perforations, or texture that is too smooth or too rough.
- Store paper in its ream wrapper until ready to use. Place cartons on pallets or shelves, not on the floor. Do not place heavy objects on top of the paper, whether it is packaged or unpackaged. Keep it away from moisture, or other conditions that can cause it to wrinkle or curl.
- During storage, moisture-proof wrap (any plastic container or bag) should be used to prevent dust and moisture from contaminating your paper.
- Always use paper and other media that conform with the specifications listed under "General Specifications" on page B.2.
- Use only well-constructed envelopes with sharp, well creased folds.
 - DO NOT use envelopes with clasps and snaps.
 - DO NOT use envelopes with windows, coated lining, self-adhesive seals, or other synthetic materials.
 - DO NOT use damaged or poorly made envelopes.
- It is recommended that you feed special paper types one sheet at a time.
- Only use the special media recommended for use in laser printers.
- To prevent special media such as transparencies and label sheets from sticking together, remove them from the exit tray as they are printed.
- Place transparencies on a flat surface after removing them from the machine.
- Do not leave the film in the paper tray for long periods of time. Dust and dirt may accumulate on them resulting in spotty printing.
- To avoid smudging caused by fingerprints, handle transparencies and coated paper carefully.
- To avoid fading, do not expose the printed transparencies to prolonged sunlight.

- Store unused media at temperatures between 59°F and 86°F (15°C to 30°C). The relative humidity should be between 10% and 70%.
- Do not load more than 10 sheets of special media into the Bypass Tray at a time.
- Verify that your labels' adhesive material can tolerate fusing temperature of 200°C (392°F) for 0.1 second.
- Make sure that there is no exposed adhesive material between labels. Exposed areas can cause labels to peel off during printing, which can cause paper jams. Exposed adhesive can also cause damage to machine components.
- Do not feed a sheet of labels through the machine more than once. The adhesive backing is designed for one pass through the machine.
- Do not use labels that are separating from the backing sheet or are wrinkled, bubbled, or otherwise damaged.

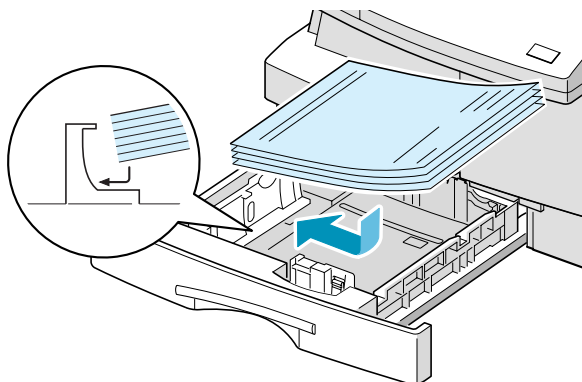
Loading Paper in the Cassette

The paper cassette can hold a maximum of 550 sheets of 20lb(75g) plain paper. For copying or faxing, you can use A4-, letter-, or legal-size paper only.

To load paper, pull open the paper cassette and place paper with the side you want to print facing up.



You can load letterhead paper with the design side facing up. The top edge of the sheet with the logo should be placed at the right side.



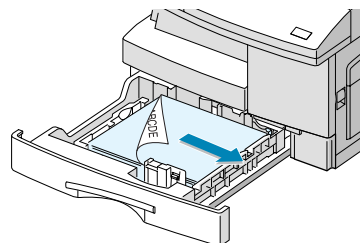
For details on loading paper in the cassette, see page 1.17.

After loading paper in the cassette, you need to set the correct paper size using the control panel buttons. See page 1.20.



NOTES:

- When you print a file from your PC using the paper cassette, make sure that you select the Paper source and the correct paper size from your software application before starting your print job.
- If you experience problem with the paper feed, place the paper in the Bypass Tray.
- You can load up to 300 sheets of previously printed paper. The printed side should be facing down with the uncurled edge at the right side. If you experience problems with the paper feed, turn the paper around. Note that the print quality is not guaranteed.



Using the Bypass Tray

Bypass Tray is located at the right side of your machine. It can be closed when you are not using it, making the machine more compact.

Use the Bypass Tray to print transparencies, labels, envelopes or postcards in addition to making quick runs of paper types or sizes that are not currently loaded in the paper cassette.

Acceptable print media are plain paper with sizes ranging from 3.9x5.8, to Legal 8.5 x 14 inch, the largest size acceptable, and weighing between 16lb and 32lb.

The following table summarizes the print media allowed as well as their stacking height limit.

Paper Type	Stacking Height Limit
Plain Paper	100 sheets or 9mm (max) ^a
Envelope	10 envelopes or 9mm (max) ^a
Transparency	30 sheets or 9mm (max) ^a
Label	30 sheets or 9mm (max) ^a
Cardstock	10 sheets or 9mm (max) ^a

a. The height is measured with the stack of sheets untouched laid on a flat surface.

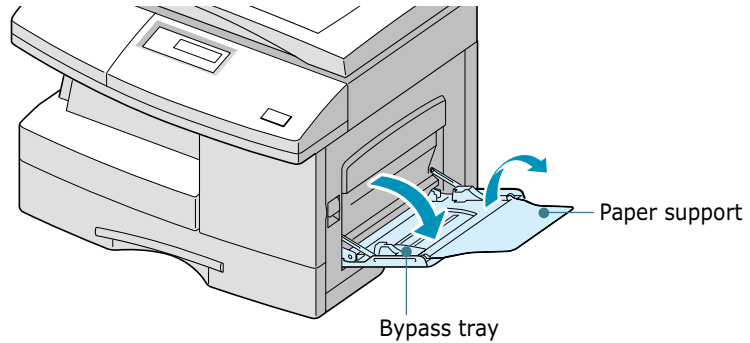


Notes:

- Always load only use print media specified in Specifications to avoid paper jams and print quality problems.
 - Do not hit the Bypass Tray or rest your hands on it; otherwise the tray may be damaged or detached from the machine.
 - Flatten any curling on postcards, envelopes, and labels before loading them into the Bypass Tray.
-

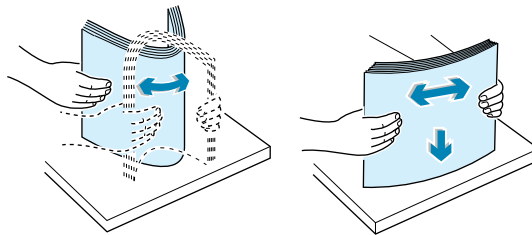
To load print media in the Bypass Tray:

- 1 Lower the Bypass Tray, located on the right side of the machine. Unfold the paper support extension as shown.



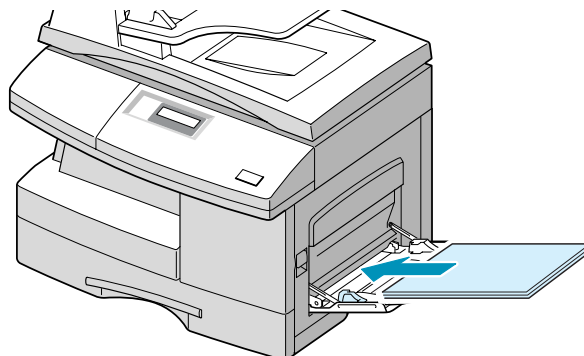
3

- 2 Prepare a stack of paper or envelopes for loading by flexing or fanning them back and forth. Straighten the edges on a level surface.

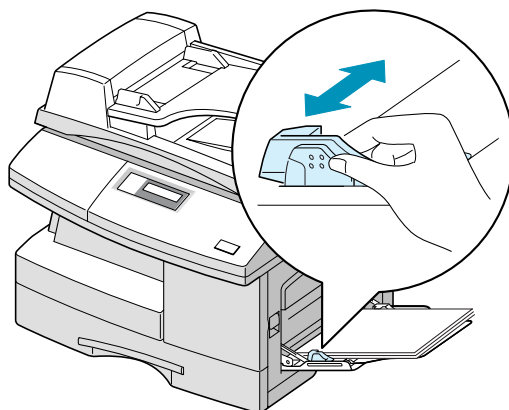


For transparencies, hold the transparencies by the edges and avoid touching the print side. Oils from your fingers that are deposited on the transparency can cause print quality problems. If you are using the transparencies with paper backing, insert a sheet of plain paper on the tray before loading transparencies. Doing so prevents paper jams while feeding.

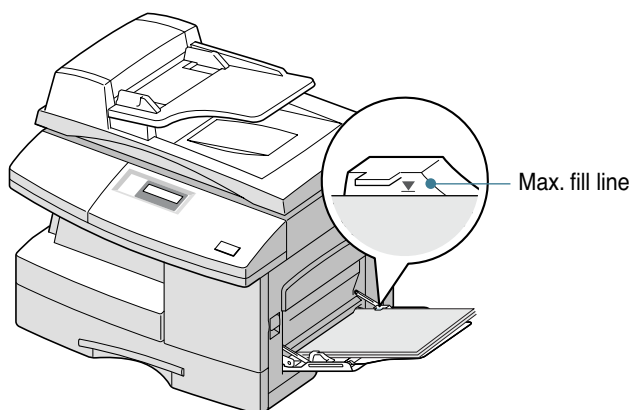
- 3 Load the print material with the side you want to print facing down and against the right edge of the tray.



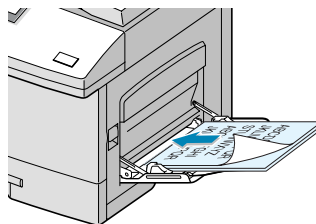
- 4 Adjust the paper guide to the width of the stack of print material.



Make sure that you have not loaded too much print media. The stack should be under the Max. fill line. The print media buckles if you load a stack that is too deep or if you push it in too far.



NOTES: When printing on previously used paper via the Bypass Tray, the printed side should be facing up with the uncurled edge at the left side. If you experience problems with paper feed, turn the paper around.



Setting the Paper Size for Copying

After loading paper in the paper cassette or the Bypass Tray, you need to set the correct paper size using the control panel buttons. These settings will apply to the Copy mode, and the Fax mode (SCX-5315F only). In PC printing mode, you have to select the paper size in the application program you use.

To set the paper size for cassette, take the following steps:

- 1 Press **Menu/Exit** and then **System Data** from the one-touch dial keypad. SCX-5115 users should press **Menu** and then **Enter**.

The display shows "CASSETTE PAPER" on the top line and the available options on the bottom line. The current setting blinks.

- 2 Use < or > to select the paper size you are using, and press **Mode/Enter** (**Enter** for SCX-5115) to save the selection.

You can press the corresponding number shown on the display to select the paper size.

- 3 To return to Standby mode, press **Stop/Clear**.

To set the paper size for the bypass tray, take the following steps:

- 1 Press **Menu/Exit** and then **System Data** from the one-touch dial keypad. SCX-5115 users should press **Menu** and then **Enter**.

The display shows "CASSETTE PAPER" on the top line and the available options on the bottom line.

- 2 Use √ to display "BYPASS TRAY" on the top line. The available options appear on the bottom line and the current setting blinks.

- 3 Use < or > to select the paper size you are using, and press **Mode/Enter** (**Enter** for SCX-5115) to save it.

You can press the corresponding number shown on the display to select the paper size.

- 4 To return to Standby mode, press **Stop/Clear**.

NOTE



4

COPYING

This chapter provides step-by-step instructions for copying documents.

This chapter includes:

- **Loading Paper for Copy Output**
- **Selecting a Paper Tray**
- **Making Copies from the Automatic Document Feeder**
- **Making Copies using the Document Glass**
- **Setting Copy Options**
- **Auto Fit Copying**
- **Clone Copying**
- **Duplex Copying**
- **Collation Copying**

Loading Paper for Copy Output

You can copy to a size of media as small as an index card (3.9 by 5.8 inch) or as large as a sheet of legal-sized (8.5 by 14 inch) paper.

The instructions for loading the print media are the same whether you are printing, faxing, or copying. For details, see page 1.17 and page 3.6.

Selecting a Paper Tray

After loading the print media for use when copying, you have to select the paper tray you will use for both copy and fax jobs (SCX-5315F only).

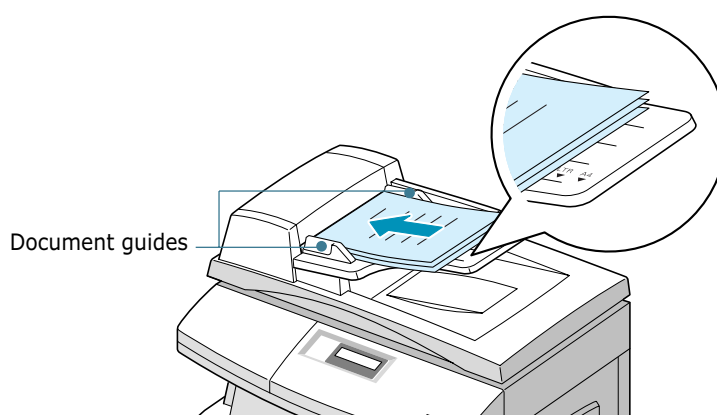
- 1** Press **Paper Tray**. The current setting appears on the bottom line of the display.
- 2** Select "CASSETTE" or "BYPASS" by pressing **Paper Tray** repeatedly or using the navigation buttons, and press **Mode/Enter** (**Enter** on SCX-5115) to save the selection.
- 3** If you selected "BYPASS" at the step 2, the display prompts you to select the PAPER TYPE for the Bypass Tray.

Use the navigation buttons to select the paper type you are using in the Bypass Tray.
- 4** Press **Mode/Enter** (**Enter** on SCX-5115) to save the selection.

Making Copies from the Automatic Document Feeder

Using the ADF (Automatic Document Feeder), you can load up to 30 documents (20lb, 75 g/m²) in one job. Ensure that documents are in good condition, that they have the same thickness and weight, and that all of the staples and paper clips have been removed.

- 1 Feed the documents (up to 30 pages) **face up** into the ADF and adjust the document guides to the document size. Make sure that the bottom of the document stack matches the paper size marked on the ADF.



- 2 SCX-5315F users should verify that the machine is in the Copy mode. If necessary, press **Mode/Enter** to change the mode to Copy mode. In Copy mode, the LCD display shows:



Note that you cannot make copies in Fax mode. The machine will sound an error beep.

- 3 Make sure that you have selected the required paper tray. See page 4.2.
- 4 Customise the copy settings including the number of copies, copy size, contrast and image type using the control panel buttons. See "Setting Copy Options" on page 4.6.

To clear the settings, use the **Stop/Clear** button.

- 5 If necessary, you can use special copy features, such as collation and duplex copying.

- 6 Press **Copy/Start** to begin copying. The display shows the copy processing.

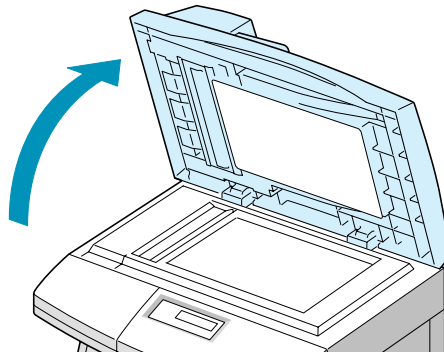


NOTE: Dust on the ADF glass may cause black lines on the printout, so always keep it clean.

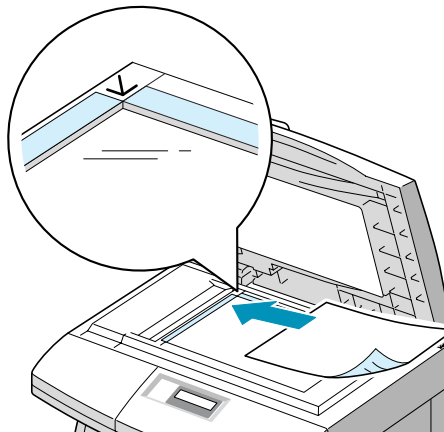
Making Copies using the Document Glass

If you want to make copies from booklet, pamphlet, transparencies, or documents having other unusual characteristics, use the document glass to load documents.

- 1 Lift the document cover.



- 2 Place the document **face down** on the glass and align it with document guides on the left top corner of the document glass.





NOTE: Make sure that no other documents are in the ADF. If a document is detected in the ADF, this document has the priority rather than the document on the scan glass.

3 Close the scanner cover.



NOTES:

- Leaving the cover open while copying will affect the copy quality and toner consumption.
- If you are copying a page from a book or magazine, close the cover flat. The slanted cover may cause heavy exposure of the light when scanning.

4 SCX-5315F users should verify that the machine is in the Copy mode. If necessary, press **Mode/Enter** to change the mode to Copy mode. In Copy mode, the LCD display shows:



Note that you cannot make copies in Fax mode. The machine will sound an error beep.

5 Make sure that you have selected the required paper tray. See page 4.2.

6 Customise the copy settings including the number of copies, copy size, contrast and image type using the control panel buttons. See "Setting Copy Options" on page 4.6.

To clear the settings, use the **Stop/Clear** button.

7 If necessary, you can use special copy features, such as Auto Fit and Clone.

8 Press **Copy/Start** to begin copying. The display shows the copy processing.



NOTES:

- You can cancel a copy job while it is copying by Press the **Stop/Clear** button.
- Dust on the document scanner glass may cause black spots on the printout, so always keep it clean.

Setting Copy Options

The following buttons on the control panel let you set all the basic copy options; contrast, image type, number of copies and copy size. When making a copy, use these buttons before pressing **Copy/Start**.

Image

The Image setting is used to improve the copy quality. To select the image type, take the following steps:

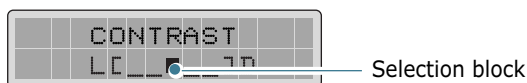
- 1** Press **Image**. You can see the current setting on the bottom line of the display.
- 2** Press **Image** or the navigation buttons until the desired mode appears. You can choose from:
TEXT: Used for documents containing mostly text.
MIXED: Used for documents with mixed text and graphics.
PHOTO: Used when the originals are photographs.
- 3** Press **Mode/Enter** (**Enter** on SCX-5115) to save the selection.

Contrast

If you have an original document containing faint markings or dark images, you can adjust the brightness to make a copy that is easier to read. To adjust the contrast, take the following steps:

- 1 Press **Contrast**.
- 2 Press **Contrast** or the navigation buttons to select an option and press **Mode/Enter** (**Enter** on SCX-5115).
MANUAL: You can adjust the contrast manually. Continue to the next step.
AUTO SUPPRESS: Use this setting for copying an original from a newspaper or magazine to remove its background image. This setting is available only in the Copy mode.
- 3 When you select **Manual**, choose from 5 contrast settings using the navigation buttons.

Each time you press the button, the selection block on the LCD display moves to the left or to the right. As the selection block moves to the right, the contrast becomes darker.



- 4 Press **Mode/Enter** (**Enter** on SCX-5115) to save the selection.

Set

Using the **Set** (>) button, you can select the number of copies, from 1 to 999.

- 1 Press **Set** (>). The triangle symbol on the middle of the top line heads for the number of copies.
- 2 Enter the number of copies using the number keypad. The selected number appears on the display.

You can also use **Increase** (^) or **Decrease** (v) to change the number of copies. Press **Increase** (^) or **Decrease** (v) to increase or decrease the number by 1. If you press and hold the buttons, the number increases or decreases rapidly.
- 3 Press **Mode/Enter** (**Enter** on SCX-5115) to save the selection.

Zoom

Using the **Zoom** (<) button, you can reduce or enlarge the size of a copied image by 25% to 400% when you copy the original from the document scanner glass, and by 25% to 100% using the ADF. Note that the zoom rate available is different according to the document loading method.

- 1 Press **Zoom** (<). The triangle symbol on the middle of the top line points to the zoom rate.
- 2 Enter the size using the number keypad. The selected number appears on the display.

You can also use **Increase** (^) or **Decrease** (v) to change the zoom rate. Press **Increase** (^) or **Decrease** (v) to increase or decrease the number by 1. If you press and hold the buttons, the number increases or decreases rapidly.

- 3 Press **Mode/Enter** (**Enter** on SCX-5115) to save the selection.



NOTES:

- If you press the **Stop/Clear** button while setting the copy options and before starting to copy, all the copy options you have set for the current copy job will be cancelled and return to their default values.
 - When reducing, black lines may appear at the bottom of the copy.
-

Auto Fit Copying

This feature automatically reduces or enlarges the original image to fit on the paper currently loaded in the machine, so you don't need to adjust the copy size.

This special copy mode is only available when using document scanner glass. If a document is detected in the ADF, the auto-fit will not work.

- 1 Load the document to be copied on the document glass, and close the cover.
- 2 Make sure that you have selected the required paper tray. See page 4.2.
- 3 To enter the special copy mode, SCX-5315F users should press **Special Copy** in the Copy mode (see page 4.5) and SCX-5115 users should press **Autofit/Clone**.
- 4 Press **Special Copy (Autofit/Clone)** on SCX-5115) repeatedly or use the navigation buttons until "AUTO FIT" appears on the bottom line of the display.
- 5 Press **Mode/Enter (Enter)** for SCX-5115) to save the selection.
- 6 If necessary, customise the copy settings including the number of copies, contrast and image type using the control panel buttons. See "Setting Copy Options" on page 4.6.



NOTE: You cannot adjust the copy size using the **Zoom** button while Auto fit is enabled.

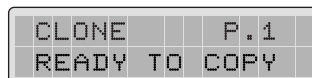
- 7 Press **Copy/Start** to begin copying.
- 8 When copying is completed, press **Stop/Clear** to cancel the Auto Fit mode.

Clone Copying

The Clone feature prints multiple image copies on a single page. The number of images is automatically determined by the original image size, so you are unable to adjust the copy size.

This special copy mode is available only when using the document scanner glass. If a document is detected on the ADF, the Clone option will not work.

- 1 Load the document to be copied on the document glass, and close the cover.
- 2 Make sure that you have selected the required paper tray. See page 4.2.
- 3 To enter the special copy mode, SCX-5315F users should press **Special Copy** in the Copy mode (see page 4.5) and SCX-5115 users should press **Autofit/Clone**.
- 4 Press **Special Copy (Autofit/Clone)** on SCX-5115) repeatedly or use the navigation buttons until "CLONE" appears on the bottom line of the display.
- 5 Press **Mode/Enter (Enter)** on SCX-5115) to save the selection.
- 6 If necessary, customise the copy settings including the number of copies, contrast and image type using the control panel buttons. See "Setting Copy Options" on page 4.6.



NOTE: You cannot adjust the copy size using the **Zoom** button while making a clone.

- 7 Press **Copy/Start** to begin copying.
- 8 When the copying is completed, press **Stop/Clear** to cancel the Clone mode.

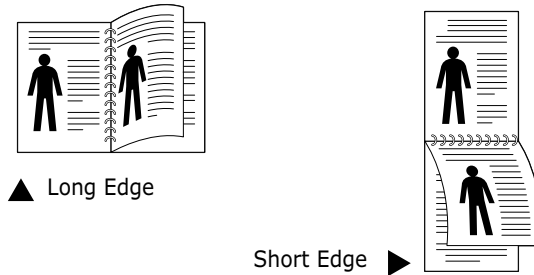
Duplex Copying

Duplex copying allows you to print on both sides of the paper.

Before printing in the duplex mode, decide on which edge you will bind your finished document. The binding options are:

LONG EDGE, which is the conventional layout used in book binding.

SHORT EDGE, which is the type often used with calendars.



- 1 Load the documents to be copied in the ADF. Make sure that the original document is single sided.

Or, place a sheet of the documents on the document glass face down.
- 2 Make sure that you have selected the required paper tray. See page 4.2.
- 3 Press **Duplex Copy**. The current setting appears on the bottom line of the display.
- 4 Press **Duplex Copy** or use the navigation buttons to select the binding orientation. If you select "OFF", you cannot use duplex copying.
- 5 Press **Mode/Enter** (**Enter** on SCX-5115) to save the selection.
- 6 If necessary, customise the copy settings including the number of copies, copy size, contrast and image type using the control panel buttons. See "Setting Copy Options" on page 4.6.



NOTE: In duplex copy mode, the PHOTO setting using the **Image** button is disabled.

- 7 Press **Copy/Start** to begin copying.

- 8 When the document is fed from the document glass, the display shows "SCAN SIDE 2?" on the top line after the page is scanned into the memory. To scan another page, remove the scanned page and load the next page on the glass. Select "YES" and press **Mode/Enter**.

After scanning, the machine starts printing automatically. Then the display shows "SCAN ANOTHER?". To scan another page, select "YES" and press **Mode/Enter**.

When the display shows "SCAN SIDE2?" again, repeat as necessary.

When all of the pages are scanned, select "NO" when the display shows "SCAN SIDE 2?" or "SCAN ANOTHER ?" and press **Mode/Enter**.

- 9 When the copying is completed, press **Stop/Clear** to cancel the duplex copy mode.

Collation Copying

When the Collation Copying feature is on, your machine sorts the copy job. For example, if you make 2 copies of 3 pages documents, one complete 3 page document will print followed by the second complete 3 page document.

- 1 Load the documents to be copied in the ADF.

Or, place a sheet of the documents on the document glass face down.

- 2 Make sure that you have selected the required paper tray. See page 4.2.

- 3 To enter collation copy mode, SCX-5315F users should press **Special Copy** in the Copy mode (see page 4.3). Press **Special Copy** or use the navigation buttons until "COLLATION" appears on the bottom line of the display.

SCX-5115 users should press **Collation Copy**, and press **Collation Copy** or the navigation buttons to select "ON" to turn this feature on.

- 4 Press **Mode/Enter** (**Enter** on SCX-5115) to save the selection.
- 5 If necessary, customise the copy settings including the number of copies, copy size, contrast and image type using the control panel buttons. See "Setting Copy Options" on page 4.6.
- 6 Press **Copy/Start** to begin copying.



NOTE: In duplex copy mode, the PHOTO setting using the **Image** button is disabled.

- 7 When the document is fed from the document glass, the display shows "SCAN ANOTHER?" on the top line after the page is scanned into the memory. To scan another page, remove the scanned page and load the next page on the glass. Select "YES" and press **Mode/Enter**. Repeat as necessary.

When all of the pages are scanned, select "NO" when the display shows "SCAN ANOTHER?" and press **Mode/Enter**.

- 8 When copying is completed, press **Stop/Clear** to cancel the collation copy mode.

MEMO



5

PRINTING

Read this chapter to learn how to select and load print media and how to use the print settings.

This topics included in this chapter are:

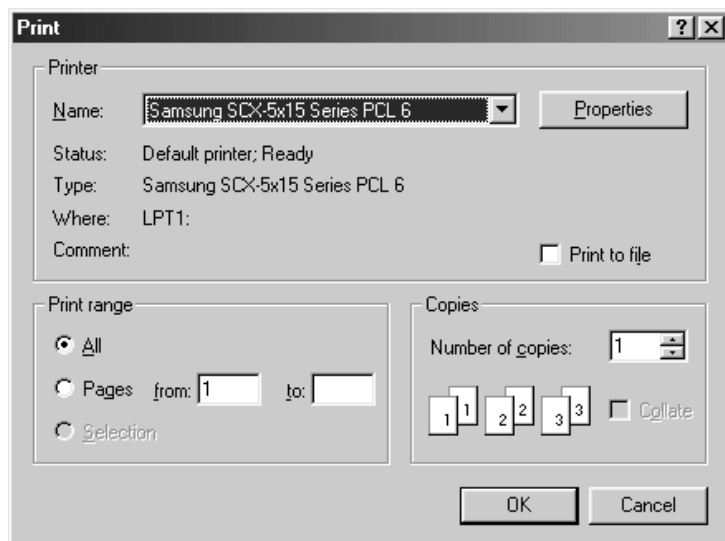
- **Printing a Document**
- **Printer Settings**
- **Setting Up the Locally Shared Printer**

Printing a Document

This procedure describes the general steps required for printing from various Windows applications. The exact steps for printing a document may vary depending on the application program you are using. Refer to the user's guide of your software application for the exact printing procedure.

The following steps describe the typical process to print from Windows:

- 1 Ensure that your machine is properly connected to the computer, the machine is powered on, and there is paper in the paper tray.
- 2 Verify that you have installed the Samsung software for your computer. For details, see "Installing Samsung Software" on page 2.4.
- 3 Start the program you are using to create the document, and create or open the document you want to print.
- 4 Choose **Print** or **Print Setup** from the **File** menu. Make sure that **Samsung SCX-5x15 Series PCL 6** is selected as your default printer. Click **Properties** or **Setup** if you want to make any adjustments that are appropriate for printing your document. For details, see "Printer Settings" on page 5.3.



- 5 Click **OK** to close the Properties dialogue box.
- 6 After making any necessary changes to the printing parameters, click **OK** to start the print job.

Printer Settings

You can use the machine with all your Windows 95/98/Me/2000/XP or Windows NT 4.0 applications. Be sure to set Samsung SCX-5x15 Series PCL 6 as the default printer for all of your Windows operations.

Most Windows software applications allow you to make changes to the printer settings. This includes settings that determine how a print job looks such as paper size, paper orientation, and margins. Settings made in the application to create the document will usually override settings made in the printer driver.



NOTE: You do not need to use any of the control panel buttons to use the machine as a PC printer. For example, if you want to adjust the printing contrast you do not have to press **Contrast** on the control panel. The control panel buttons are used primarily for copying.

5

Accessing Printer Settings

You can access printer settings by using either of these methods.

Windows 95/98/Me

- Select the **File > Print > Properties** or **File > Print Setup** command from within any Windows application.

Or

- Select **Samsung SCX-5x15 Series PCL 6** printer from the **Printers** folder, then select **File > Properties** (or select the printer icon in the **Printers** folder, and click the right mouse button).

Windows NT 4.0

- Select the **File > Print > Properties** or **File > Print Setup** command from within any Windows application.
Or
- Select **Samsung SCX-5x15 Series PCL 6** printer from the **Printers** folder, click the right mouse button, then select **Document Defaults** from the drop-down list.

Windows 2000

- Select the **File > Print** command from within any Windows application.
Or
- Select **Samsung SCX-5x15 Series PCL 6** printer from the **Printers** folder, click the right mouse button, then select **Properties** and **Printing Preferences** from the drop-down list.

Windows XP

- Select the **File > Print > Preferences** command from within any Windows application.
- Select **Samsung SCX-5x15 Series PCL 6** printer from the **Printers and Faxes** folder, click the right mouse button, then select **Printing Preferences** from the drop-down list.

Printer Properties Tabs

When Printer Properties are displayed, you can review and change whatever settings are needed for your printer job.

Your printer's Properties window consists of 5 tabs: **Paper**, **Graphic**, **Output**, **Watermark** and **About**.

If you access the Printer Properties through the **Printers** folder, you can view more Windows-based tabs, in addition to these 5 tabs. For information on the Windows-based tabs, refer to your Windows User's Guide.

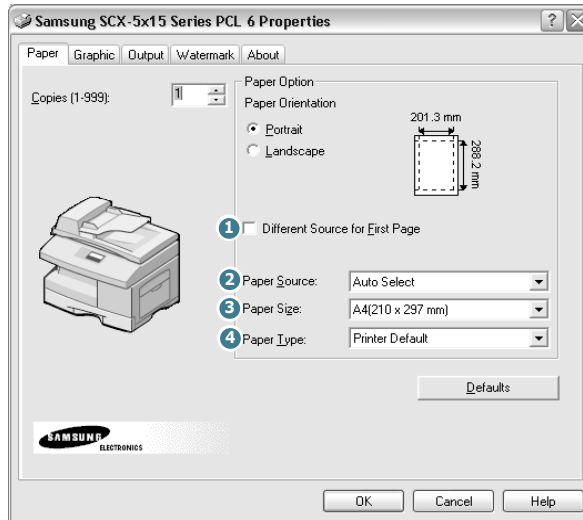
The printer's Properties window may differ depending on the operating system used. This User Guide shows the Properties window on Windows unless otherwise specified.



NOTE: If you access Printer Properties through the **Printers** folder, any settings made will become the default settings for the printer. Settings made when Printer Properties are accessed through an application **File** menu and **Print** or **Print Setup** will remain active until the application you are printing from is closed.

Paper Tab

Use the **Paper** tab to select the size of paper you have in your printer, the orientation, the number of copies to print, etc.



1

Click on the box to put a check mark to use the different paper source for the first page. Select the desired paper source for the first page and other pages independently.

☒ Different Source for First Page

First Page: Auto Select

Other Pages: Auto Select

2

Select the desired paper source. Select **Cassette** if you load media in the paper cassette, **Bypass** if you load in the Bypass Tray.

Paper Source: Auto Select

Paper Size: Auto Select

Paper Type: Printer Default

3

Select the size of paper you are using.

Paper Size: A4(210 x 297 mm)

Paper Type: Letter(8.5 x 11 in.)
Legal(8.5 x 14 in.)
Executive(7.25 x 10.5 in.)
A4(210 x 297 mm)
A5(148 x 210 mm)
B5(182 x 257 mm)
Folio (8.5 x 13 in.)
No.10 Env.(4.12 x 9.5 in.)
DL Env.(110 x 220 mm)
C5 Env.(162 x 229 mm)
B5 Env.(176 x 250 mm)
Monarch Env.(3.87 x 7.5 in.)
Custom Size(3.1x5.8 in.)

4

Select the type of paper you are using.

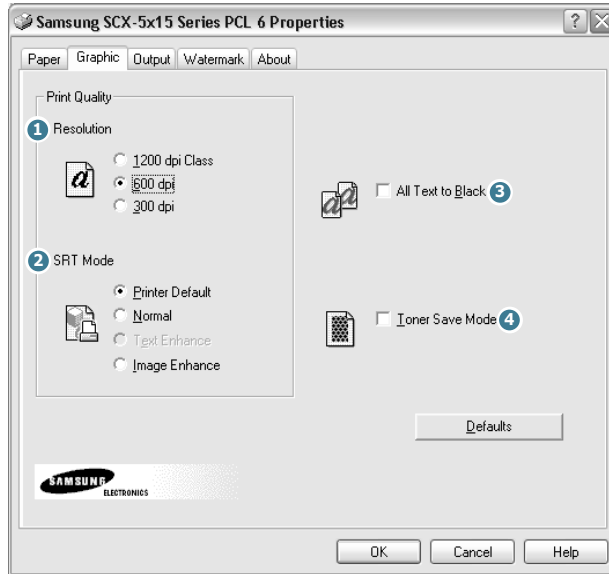
Paper Type: Printer Default

Printer Default
Plain Paper
Bond
Transparency
Card Stock
Labels
Preprinted
Colored Paper
Envelope

5

Graphic Tab

The **Graphic** tab allows you to adjust the print quality for your specific printing needs.



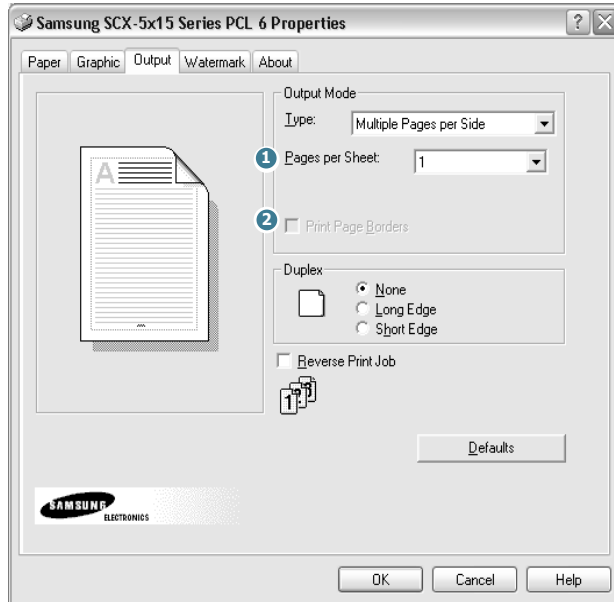
- | | |
|---|--|
| 1 | You can select the printing resolution. The higher the setting, the sharper the clarity of printed image. Higher settings may increase the time it takes to print a document. |
| 2 | <p>When you print with the resolution of 300, 600, 1200 dpi, some printed characters or images can appear to have jagged or uneven edges. Set this Samsung Resolution enhancement Technology (SRT) option to improve the print quality of your text and images, make the characters and images appear smoother.</p> <ul style="list-style-type: none">• Printer Default - Choose this setting to use the SRT that your printer provides.• Normal - Choose to disable SRT mode.• Text Enhance - Choose to refine the print quality of characters by smoothing out jagged edges that can occur on the angles and curves of each character.• Image Enhance - Choose to refine the print quality of photo images using SRT. |
| 3 | With this option checked all text in your document will be printed in solid black. When it is not checked, colored text is printed in shades of gray. |
| 4 | Toner Save Mode allows the printer to use less toner on each page. Using this mode will extend the life of your toner cartridge and reduce your cost per page, but will reduce print quality. Click to put a check mark and enable this mode. |

Output Tab

The **Output** tab provides options for you to adjust how the document will appear on the printed page. The Output Mode Type options includes **Multiple Pages per Side**, **Booklet Printing**, **Fit to Page**, **Poster** and **Duplex printing**.

Multiple Pages per Side

Choose the **Multiple Pages per Side** option to print multiple pages on a single sheet of paper



1

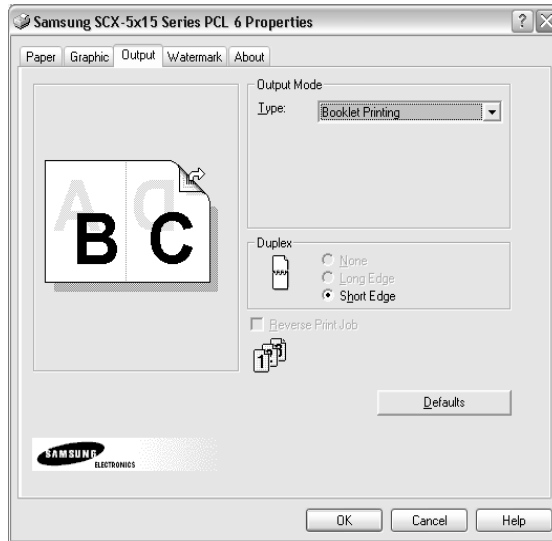
Select the number of page you want to print per sheet (1,2,4,6,9 or 16) in the Pages per Sheet drop-down list.

2

Click on the box to put a check mark so that a border is printed around each page on the sheet.

Booklet Printing

The **Booklet Printing** option allows you to print a document out as a booklet.



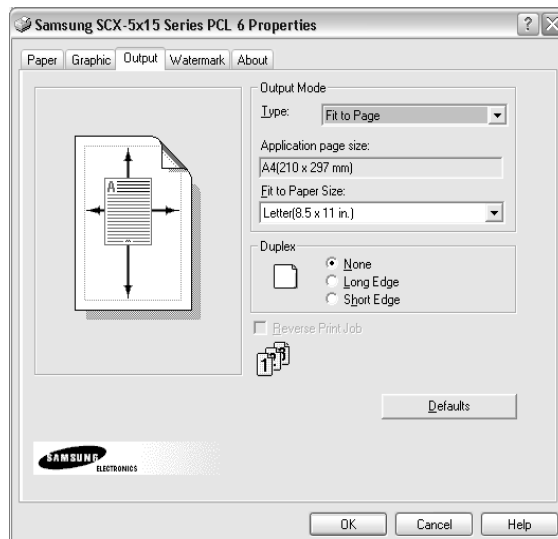
Once your document prints, fold the pages in half and staple the pages.



Booklet printing is available only when you select **Plain Paper** for Paper Type in the Paper tab.

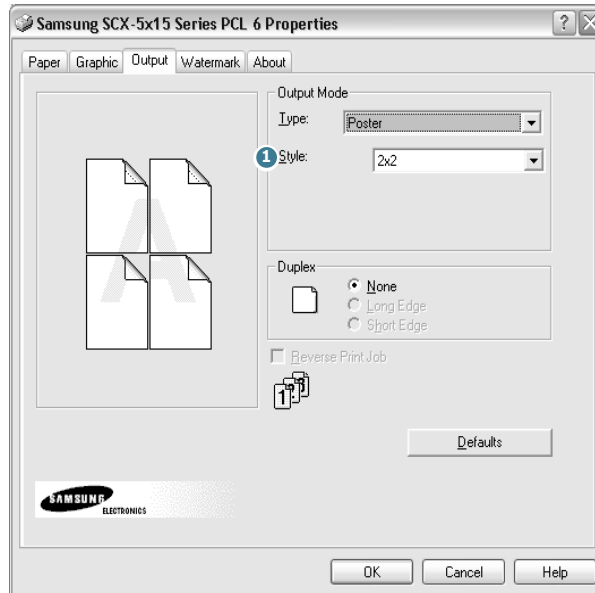
Fit to Page

Choose this option to scale your print job to any selected paper size regardless of the logical document size.



Poster

Choose the **Poster** option to enlarge the printed document.



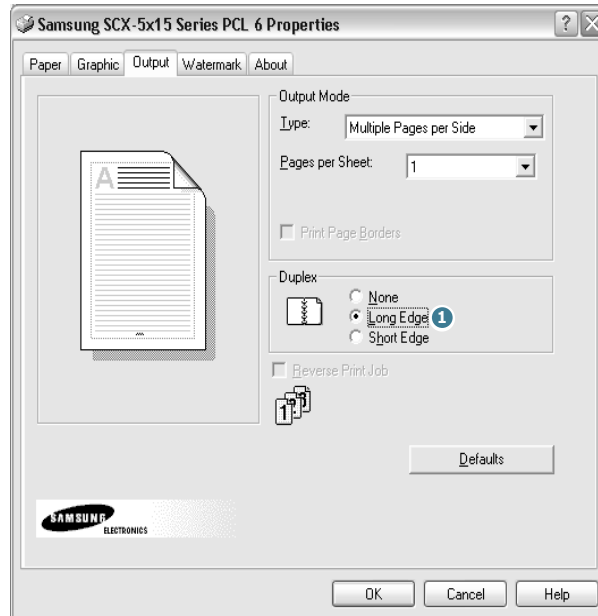
To determine the scaling factor, select the style. You can choose from: **2x2**, **3x3**, or **4x4**.

1

For example, if you select **2x2**, the output will be automatically stretched to cover 4 physical pages.

Duplex Printing

Choose the **Duplex** option from the **Output** tab to print the document on both sides of the paper.



Choosing **Long Edge** lets you have the binding orientation along the long edge of the paper as in a magazine.

- ① Choosing **Short Edge** lets you have the binding orientation along the short edge of the paper as in a calendar.

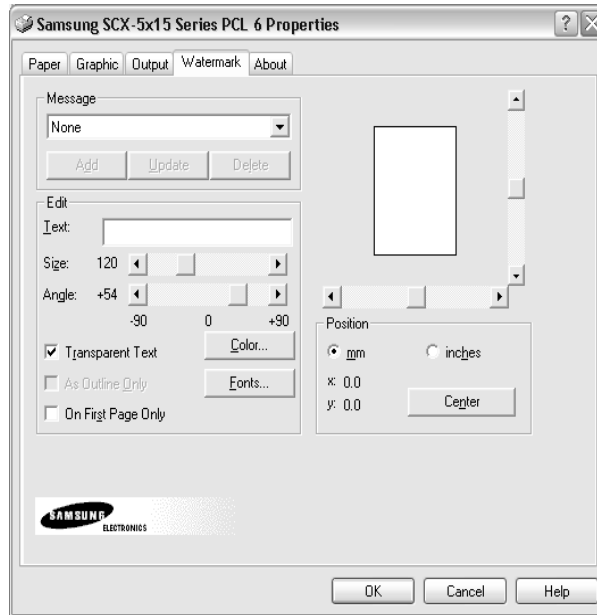


Duplex printing is available only when you select **Plain Paper** for Paper Type in the Paper tab.

Watermark Tab

The **Watermark** tab allows you to create a background image or text to print on each page of your document.

Watermarks are useful for printing identifying information on a document, information such as "DRAFT" or "CONFIDENTIAL", or perhaps the name of your company or department. By changing the watermark settings, you can create faint watermarks that are not intrusive to a document, or bold watermarks to call attention to specific information.



To create a watermark, enter the desired text message in the Text field, and select the desired watermark options. You can select the font type and size, color, position, and angle.

To add a new watermark to the list, click **Add**.

About Tab

The **About** tab gives you the programme version number. If you click on the globe image on the window, you will be connected to the Samsung web site provided you have access to the Internet.

Printer Properties Buttons & Icons

- Click **OK** when you finish reviewing or making changes.
- Click **Cancel** if you want to exit the tab menus without applying any changes.
- Click **Help** to view the online Help feature and tab menu details.
- Click the **?** icon in the title bar to get information about specific setting on the page. Position the **?** pointer over the parameter in question and click to see a pop-up window for an explanation.

Setting Up the Locally Shared Printer

You can connect the machine directly to a selected computer, which is called the "host computer," on the network. Your machine can be shared by other users on the network through a Windows 9x, Me, 2000, XP or NT 4.0 network printer connection.

In Windows 9x/Me

Setting Up the Host Computer

- 1 Start Windows.
- 2 From the **Start** menu, select **Control Panel** and double-click on the **Network** icon.
- 3 Check the **File and Print Sharing** box and click **OK**.

- 4 Click **Start** and select **Printers** from **Settings**. Double-click your printer name.
- 5 Select **Properties** in the **Printer** menu.
- 6 Click the **Sharing** tab and check the **Shared As** box. Fill in the **Shared Name** field and then click **OK**.

Setting Up the Client Computer

- 1 Right-click **Start** and select **Explorer**.
- 2 Open your network folder in the left column.
- 3 Right-click the shared name and select **Capture Printer Port**.
- 4 Select the port you want, check the **Reconnect at log on** box and then click **OK**.
- 5 From the **Start** menu, select **Settings** and then **Printers**.
- 6 Double-click your printer icon.
- 7 From the **Printer** menu, select **Properties**.
- 8 From the **Details** tab, select the printer port and click **OK**.

In Windows NT 4.0/2000/XP

Setting Up the Host Computer

- 1 Start Windows.
- 2 For Windows NT 4.0/2000, from the **Start** menu, select **Settings** and then **Printers**.

For Windows XP, from the **Start** menu, select **Printers and Faxes**.
- 3 Double-click your printer icon.
- 4 From the **Printer** menu, select **Sharing**.
- 5 For Windows NT 4.0, check the **Shared** box.

For Windows 2000, check the **Shared As** box.

For Windows XP, check the **Share this printer** box.

- 6 For Windows NT 4.0, fill in the **Share Name** field and click **OK**.

For Windows 2000/XP, fill in the **Shared Name** field and click **OK**.

Setting Up the Client Computer

- 1 Right-click **Start** and select **Explorer**.
- 2 Open your network folder in the left column.
- 3 Click the shared name.
- 4 For Windows NT 4.0/2000, from the **Start** menu, select **Settings** and **Printers**.

For Windows XP, from the **Start** menu, select **Printers and Faxes**.

- 5 Double-click your printer icon.
- 6 From the **Printer** menu, select **Properties**.
- 7 Press the **Ports** tab and click **Add Port**.
- 8 Select **Local Port** and click **New Port**.
- 9 Fill in the **Enter a port name** field and enter the shared name.
- 10 Click **OK** and click **Close**.
- 11 For Windows NT 4.0, click **OK**.

For Windows 2000/XP, click **Apply** and click **OK**.



6

SCANNING

Scanning with your machine lets you turn pictures and text into digital files on your computer. Then you can fax or e-mail the files, display them on your web site, or use them to create projects that you can print out using Samsung SmarThru software which came with your machine.

This chapter includes:

- **Scanning using the Samsung SmarThru**
- **Scanning Process with TWAIN-enabled Software**

Scanning using the Samsung SmarThru

SmarThru is the accompanying software for your machine. With SmarThru, scanning becomes a pleasure.

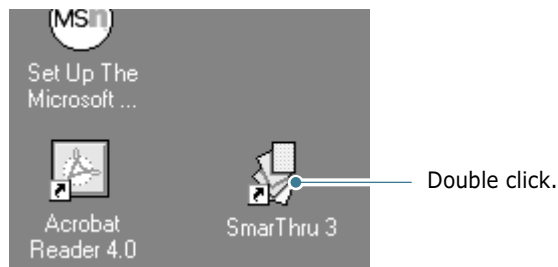
Take the following steps to start scanning using SmarThru:

- 1 Feed the document(s) to be scanned **face up** into the ADF.

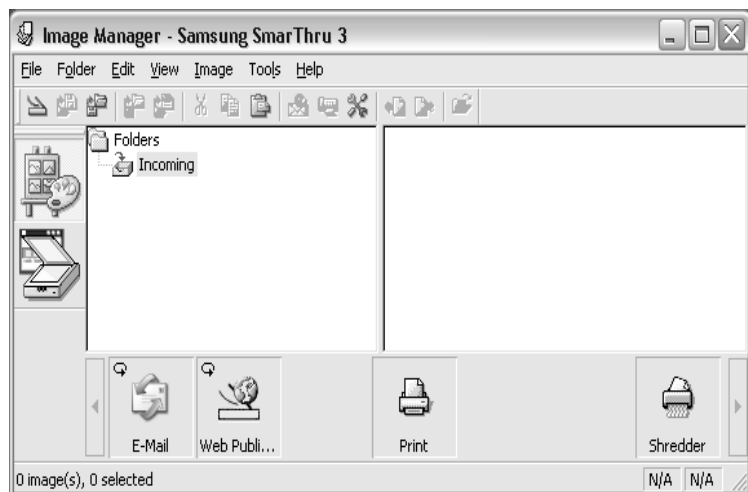
Or

Place a single document on the document glass **face down** then close the cover.

- 2 Once you have installed the Samsung software, you will see the SmarThru icon on the desktop window. Double-click the SmarThru 3 icon.



The SmarThru 3 window opens.



- 3 To open the Scan Wizard, click the Scan Wizard icon in the plugin bar on the left of the SmarThru 3 window.



The Scan Wizard lets you use the following services:

- **Scan**

Lets you scan the original documents and save them in the Image Manager of the Samsung SmarThru system. The Image Manager is an image database manager and image editing program.

- **Copy**

Lets you use your machine to produce professional quality copies. You can adjust the image size and select advanced settings.

- **Scan to Email**

Lets you scan the original document then launches a New Message form to send the just scanned image attached to a new mail. The email account must be configured in the Samsung SmarThru system to enable e-mail services.

- **Scan to FAX**

Lets you scan the original documents then launches a New Fax form which helps you to send them as a fax image.

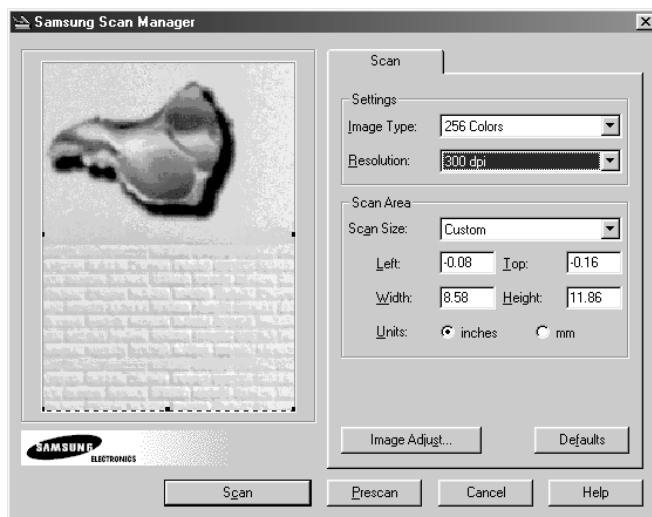
- **Scan to WEB**

Lets you scan the original documents for further publishing to the Web.

- **Scan to OCR**

Lets you scan the original documents and pass them to the OCR program. OCR (Optical Character Recognition) is the process of converting a scanned image into text that you can edit in a word processing program. After you scan your document, the software processes or "recognises" it. Then you can edit it and either save the file or open it in any word processing program on your computer.

- 4 Click the desired service.
- 5 The Samsung Scan Manager opens for the selected service. Adjust the scan settings. You can use the **Help** button to receive on-line help.



- 6 To begin scanning, click **Scan**.

For further information, please refer to the SmarThru User's Guide which came with your machine.

Scanning Process with TWAIN-enabled Software

If you want to scan documents using other software, you will need to use TWAIN-compliant software, such as Adobe PhotoDeluxe or Adobe Photoshop. The first time you scan with your machine, you will need to select it as your TWAIN source in the application you will use.

The basic scanning process involves a number of steps:

- Place your photograph or page on the document glass.
- Open an application, such as PhotoDeluxe or Photoshop.
- Open the TWAIN window and setting the scan options.
- Scan and save your scanned image.

You need to follow the programme's instructions for acquiring an image. Please refer to the user's guide for the application.



7

MAINTENANCE

This chapter provides information for maintaining the cartridge and your machine.

This chapter includes:

- **Cleaning the Scan Unit**
- **Expected Cartridge Life**
- **Replacing the Toner Cartridge**
- **Setting to Notify Toner Low**
(Available in SCX-5315F only)
- **Cleaning the Drum**
- **Replacing the Drum Cartridge**
- **Consumables and Replacement Parts**

Cleaning the Scan Unit

Keeping the scan unit clean helps ensure the best possible copies. We suggest that you clean the scan unit at the start of each day and during the day as needed.

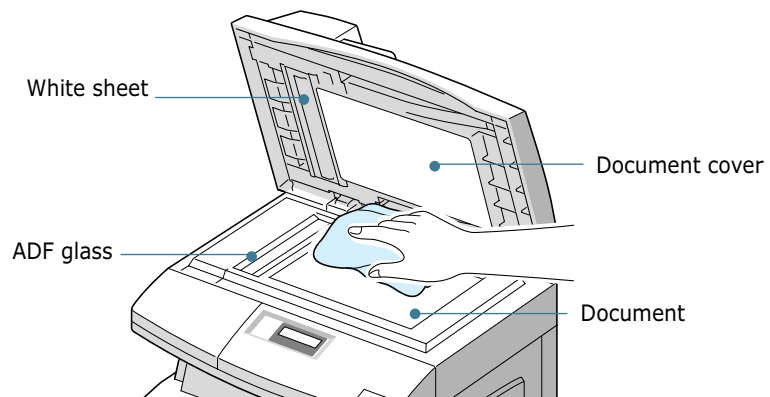


CAUTIONS: Cleaning the cabinet of the printer with surfactants containing large amounts of alcohol, solvent or other strong substances can discolor or crack the cabinet.



NOTE: Clean the cabinet of the printer with a soft, lint-free cloth. You can dampen the cloth slightly with water, but be careful not to be let any water drip onto the printer or inside of it.

- 1 Slightly dampen a soft lint-free cloth or paper towel with water.
- 2 Open the document cover.
- 3 Wipe the surface of the document glass and ADF glass until it is clean and dry.



- 4 Wipe the underside of the white document cover and white sheet until it is clean and dry.
- 5 Close the document cover.

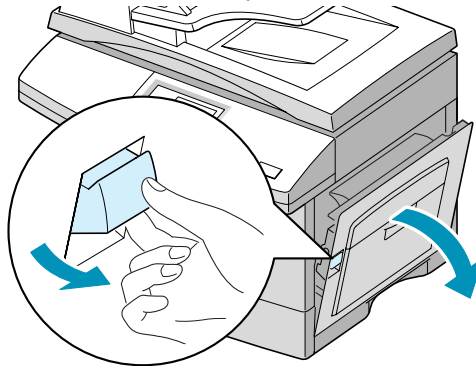
Expected Cartridge Life

The life of your toner cartridge depends on the amount of toner used in each print job. For instance, when you print a typical business letter with about 5% page coverage, you can expect a toner cartridge life of approximately 6,000 pages. The actual number may vary according to the print density of the page you print. If you print a lot of graphics, you may need to change the cartridge more often.

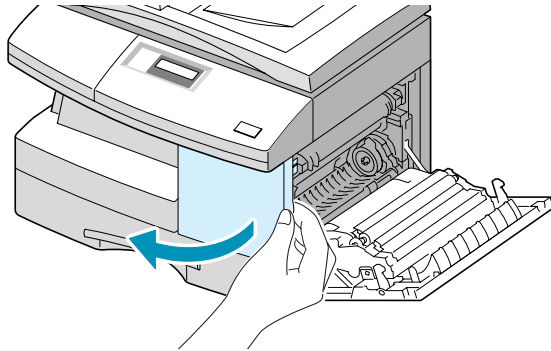
Replacing the Toner Cartridge

When the toner cartridge is near the end of its life, white streaks or light copy will occur. The LCD displays a warning message "TONER LOW." You can temporarily re-establish the print quality by re-distributing the remaining toner in the cartridge. To do this:

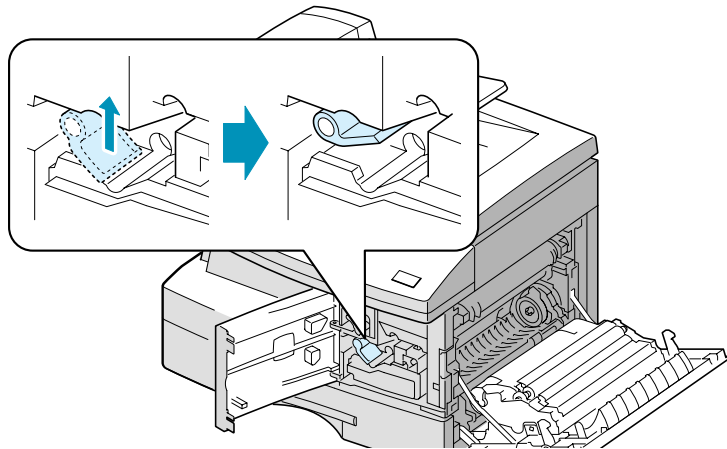
- 1 Pull the release lever to open the side cover.



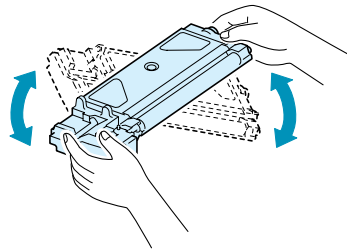
- 2 Open the front cover.



- 3 Turn the cartridge locking lever upwards to release the toner cartridge.



- 4 Pull the toner cartridge out and gently shake the cartridge to distribute the toner evenly inside the cartridge.



NOTE: If the toner gets on your clothing, wipe it off with a dry cloth and wash clothing in cold water. Hot water sets the toner into fabric.

- 5** Reinstall the cartridge and turn the cartridge locking lever downwards.
- 6** Close the front cover, then the side cover. The display shows "NEW TONER? 1.YES 2.NO."
- 7** Select "NO" by pressing **2**. The machine returns to Standby mode. This is typically successful only one time.

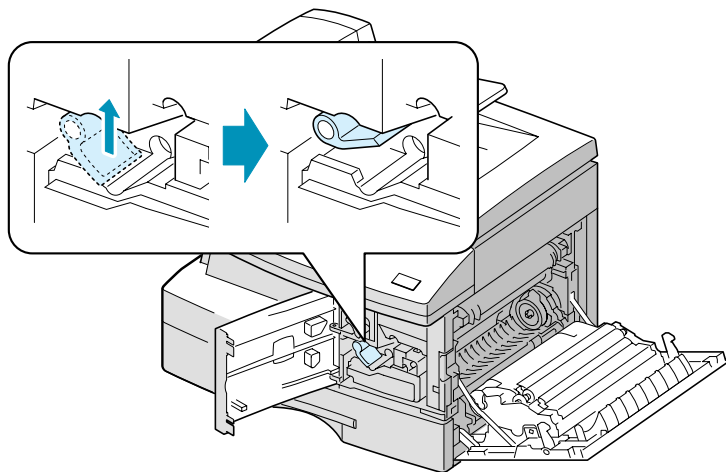
When the toner eventually runs out, only blank pages will print when a print job is sent, or when a fax is received. At this stage, the toner cartridge needs to be replaced. The display shows the warning message "TONER EMPTY."

Take the following steps to replace the toner cartridge:

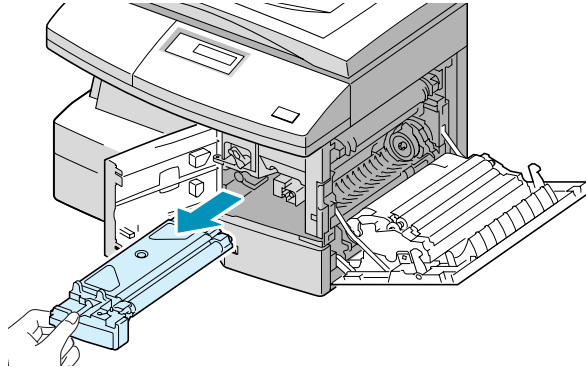
- 1** The side cover must be open to open the front cover.

Make sure that the side cover is open before opening the front cover.

- 2** Turn the cartridge locking lever upwards to release the toner cartridge.



- 3 Pull the used cartridge out.



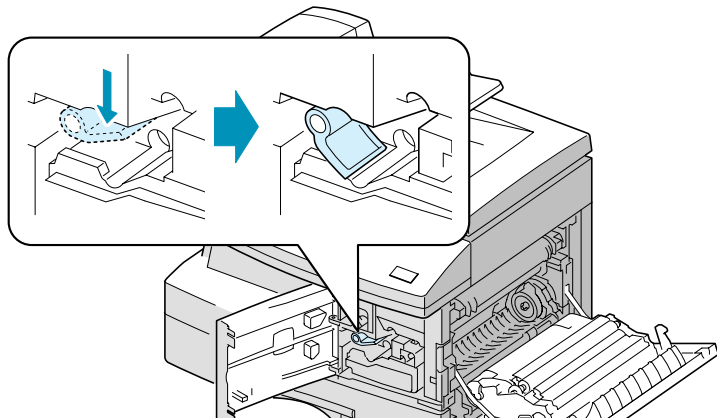
NOTE: Help the environment by recycling your used toner cartridge. Refer to the recycling brochure packed with the toner cartridge for details.

- 4 Shake the new toner cartridge horizontally four or five times.

Save the box and the cover for shipping.

- 5 Slide the new toner cartridge in until it locks in place.

- 6 Turn the cartridge locking lever downwards until it locks in place.



- 7 Close the front cover, then the side cover. The display shows "NEW TONER? 1.YES 2.NO".

- 8 Select "YES" by pressing **1**. The machine returns to Standby mode.

Setting to Notify Toner Low

(Available in SCX-5315F only)

If you have set this NOTIFY TONER LOW menu option to "ON," your machine automatically sends a fax to your service company or the dealer to notify them that your machine requires a new toner cartridge when the toner cartridge needs to be replaced.

- 1** Press **Menu/Exit** and then **Maintenance** from the one-touch dial keypad.
- 2** Use \wedge or \vee until "NOTIFY TONER" appears on the bottom line of the display, and press **Mode/Enter**.

"NOTIFY TONER LOW" appears on the top line and the current setting appears on the bottom line.
- 3** Press $<$ or $>$ to change the setting. Select "ON" to enable this feature, then press **Mode/Enter**.

Select "OFF" disables this feature.
- 4** Enter your fax number, and then press **Mode/Enter**.
- 5** Enter your name of up to 20 digits, and then press **Mode/Enter**.
- 6** Enter the service company's phone number to which your machine sends the fax message to notify Toner Low, and then press **Mode/Enter**.
- 7** Enter the serial number of your machine, and then press **Mode/Enter**.

Cleaning the Drum

If there are streaks or spots on your print, the drum cartridge may require cleaning.

- 1 Before setting the cleaning procedure, make sure that paper is loaded in the machine.
- 2 SCX-5315F users should press **Menu/Exit** then **Maintenance** from the one-touch dial keypad.

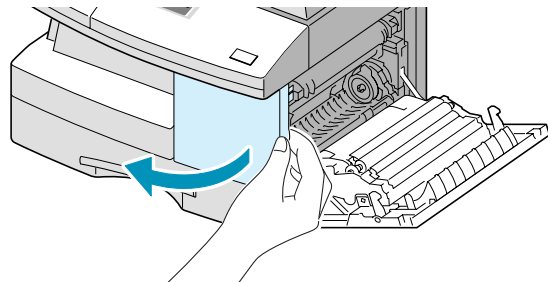
SCX-5115 users should press **Menu** then press \wedge or \vee until "MAINTENANCE" appears on the top line.
- 3 "CLEAN DRUM" appears on the bottom line of the display. Press **Mode/Enter** (**Enter** on SCX-5115).
- 4 The machine prints out a cleaning page. Toner particles on the drum surface are affixed to the paper. Repeat this process three or four times.

Replacing the Drum Cartridge

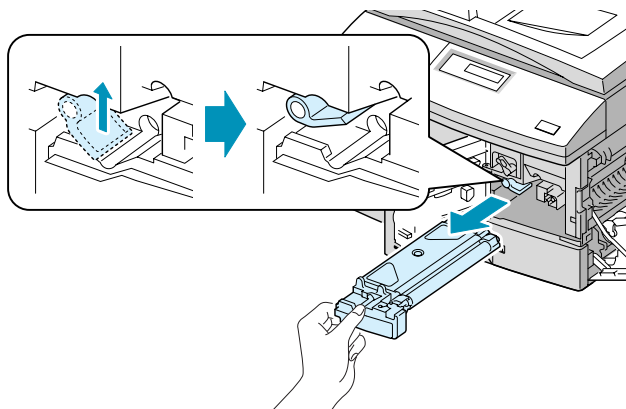
The useful life of the drum cartridge is approximately 15,000 copies. The LCD displays "DRUM WARNING" when the drum is near the end of life. Approximately 1,000 more copies can be made, but you should have a replacement drum cartridge in stock. When "DRUM EMPTY" is displayed, the machine will stop operating until the drum cartridge is replaced.

To replace the drum cartridge:

- 1 Open the side cover, then the front cover.
The side cover is open before opening the front cover.

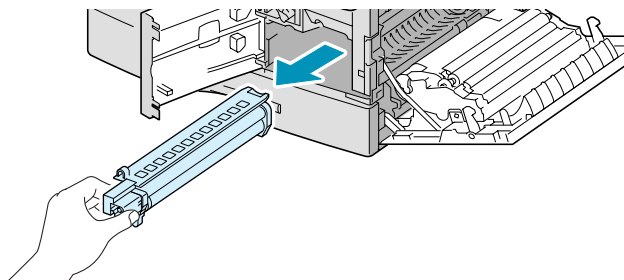


- 2 Turn the cartridge locking lever upwards to unlock the toner cartridge, then pull the toner cartridge out.



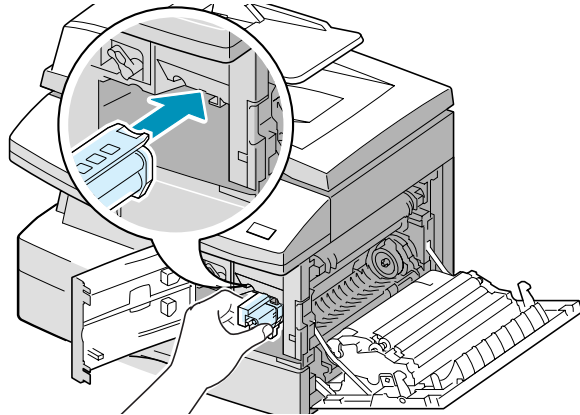
NOTE: The toner cartridge must be removed to replace the drum cartridge.

- 3 Pull the used drum cartridge out.

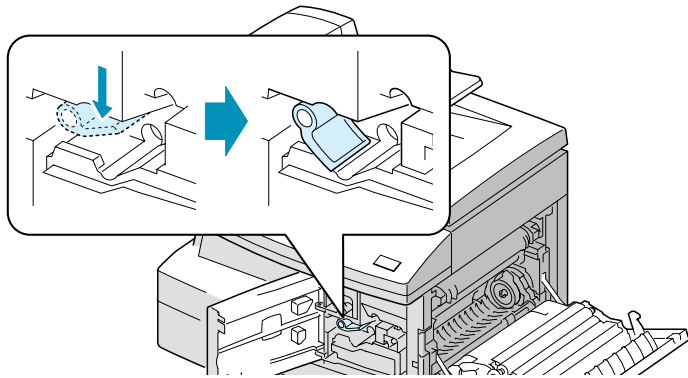


NOTE: Help the environment by recycling your used drum cartridge. Refer to the recycling brochure packed with the drum cartridge for details.

- 4** Unpack the new drum cartridge and slide it into place, making sure not to touch the surface of the drum.



- 5** Reinstall the toner cartridge, and then lock the lever.



NOTE: If your machine automatically recognises the replaced cartridge, you can skip steps 6 and 7.

- 6** Close the front cover and the side cover. The LCD displays "NEW DRUM? 1.YES 2.NO".
- 7** Select "YES" by pressing **1**. The machine returns to Standby mode.

If the drum cartridge does not work properly and you have to replace it with a new one before "DRUM WARNING" or "DRUM EMPTY" may appears on the display, replace the drum cartridge as described above then take the following steps to reset the drum counter:

- 1** Press **Menu/Exit** then **Maintenance** from the one-touch dial keypad.

SCX-5115 users should press **Menu** then press **^** or **v** until "MAINTENANCE" appears on the top line.

- 2 Use **^** or **v** until "NEW DRUM" appears on the bottom line of the display, and press **Mode/Enter** (**Enter** on SCX-5115).
- 3 "NEW DRUM UNIT?" appears on the top line and "1.YES 2.NO" appears on the bottom line. Press **1** to select "1.YES."



NOTE: If you do not reset the counter, "DRUM WARNING" or "DRUM ENPTY" may appear before the current drum cartridge's time is up.

Consumables and Replacement Parts

From time to time, you will need to replace the toner and drum cartridges, roller, and fuser unit to maintain top performance and to avoid print quality problems and paper feed problems resulting from worn parts.

The following items should be replaced after you have printed a specified number of pages. See the table below.

Items	Yield(Average)
ADF Rubber Pad	20,000
ADF Roller	50,000
Paper Feeding Roller	75,000
Transfer Roller	75,000
Fuser Unit	75,000

To purchase the consumables and replacement parts, contact your local Samsung dealer or outlet you bought your machine from. We strongly recommend that items be installed by a trained service professional, except for the print cartridge.

MEMO



8

TROUBLESHOOTING

This chapter gives helpful information for what to do if you encounter an error.

This chapter includes:

- **Document Jams**
- **Paper Jams**
- **LCD Error Messages**
- **Solving Problems**

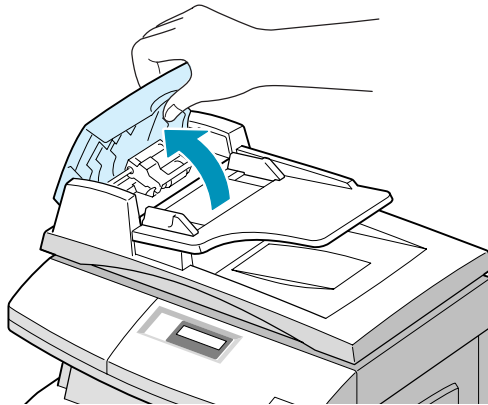
Document Jams

If a document jams while it is feeding through the ADF, "DOCUMENT JAM" appears on the display.

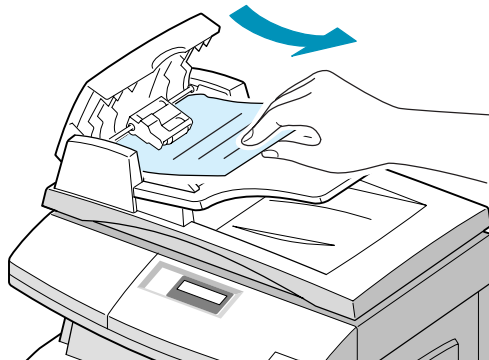
Details for clearing the three types of document misfeeds are given below.

Input Misfeed

- 1 Open the ADF top cover.



- 2 Pull the document gently to the right and out of the ADF.



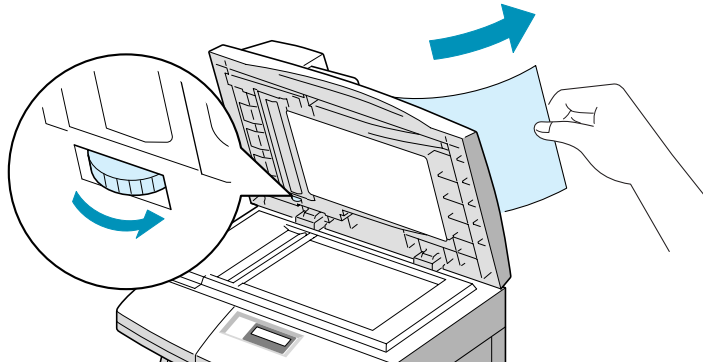
- 3 Close the ADF top cover. Then place the documents back into the ADF.



NOTE: To prevent document jams, use the document scanner glass for thick, thin or mixed documents.

Exit Misfeed

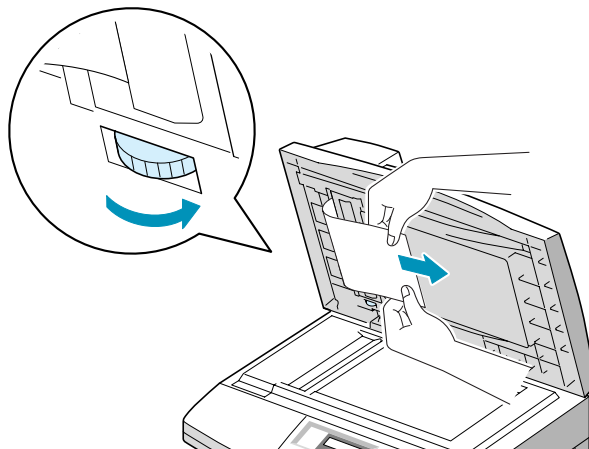
- 1 Open the document cover and turn the release knob to remove the misfed documents from the exit area.



- 2 Close the document cover. Then place the documents back into the ADF.

Roller Misfeed

- 1 Open the document cover.
- 2 Turn the release knob so that you can easily seize the misfed document, and remove the document from the ADF or the feed area by carefully pulling it rightwards using both hands.



- 3 Close the document cover. Then place the documents back into the ADF.

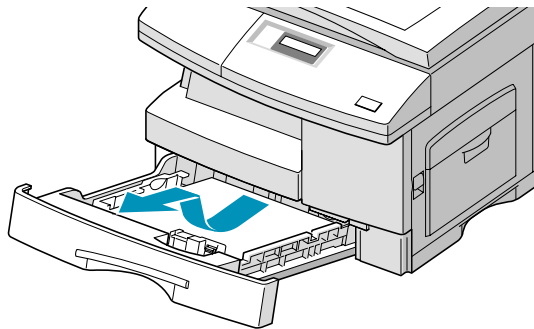
Paper Jams

If paper jams occur, "PAPER JAM" appears on the display. Follow the steps below to clear the jam. To avoid tearing the paper, pull the jammed paper out gently and slowly.

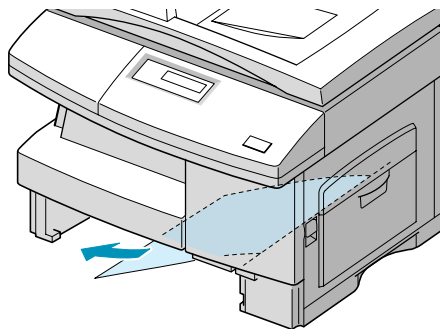
Paper Feed Area

If the paper jammed in the feed area, "PAPER JAM0" appears in the display.

- 1 Pull the paper cassette open. After you pull it out completely, lift the front part of the cassette slightly up to release the cassette from the machine.



- 2 Remove the jammed paper by gently pulling it straight out.



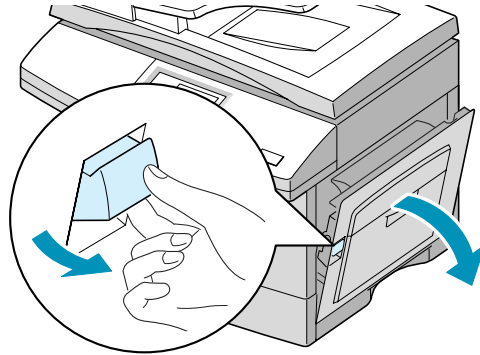
Once you remove the jammed paper here, open the side cover and then close it to clear the "PAPER JAM" message on the display.

If there is any resistance, and the paper does not move immediately when you pull, stop pulling. Then:

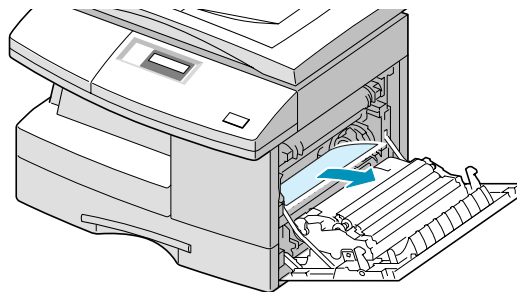
- 3 Pull the release lever to open the side cover.



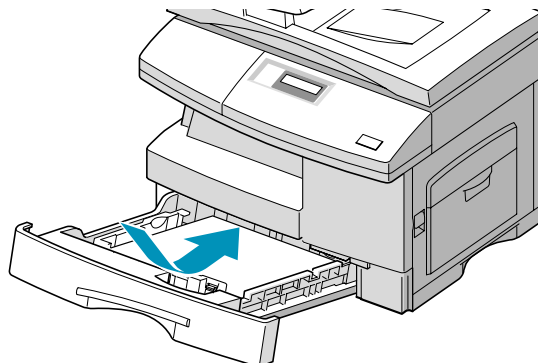
NOTE: Do not touch the shiny drum cartridge surface. Scratches or smudges will result in poor copy quality.



- 4 Carefully remove the misfed paper in the direction shown.



- 5 Close the cover and insert the paper cassette. Lower the rear part of the cassette to align the rear edge to the corresponding slot of the machine, then insert it completely.



Fuser Area

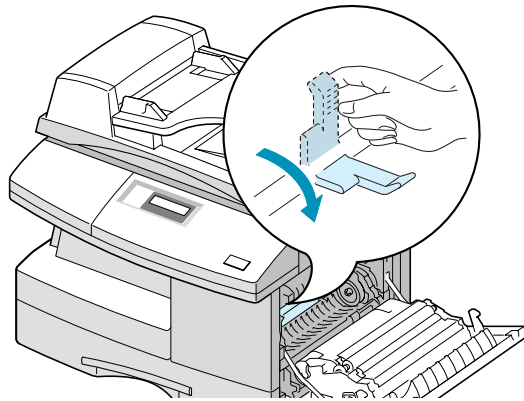
If the paper jammed in the fuser area, "PAPER JAM 1" appears on the display:



NOTE: The fuser area is hot. Take care when removing paper from the machine.

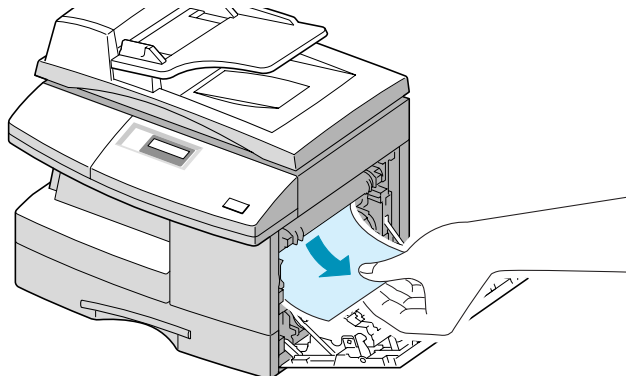
- 1 Lift the release lever to open the side cover.
- 2 Pull down on the fuser lever as shown below. This will release pressure on the paper.

If paper is not seen in this area, skip to the Exit Area.

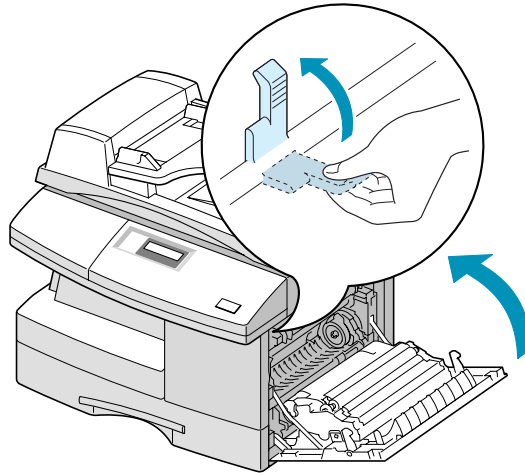


NOTE: Do not pull paper up through the fusing unit. Unfused toner may adhere in the area, resulting in smudged copies.

- 3 Remove the jammed paper, in the direction shown.



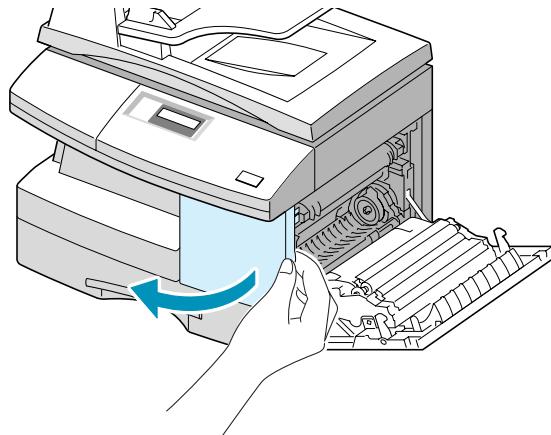
- 4 Push the fuser lever up, and then close the side cover.



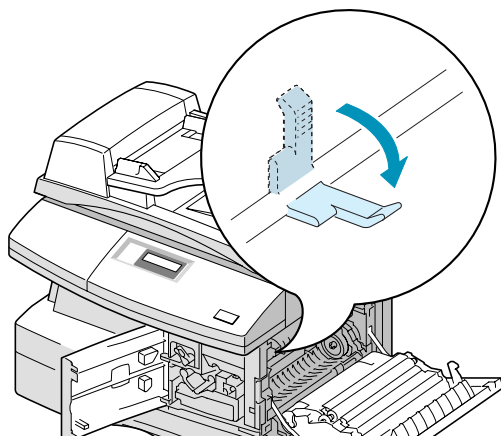
Paper Exit Area

If the paper jammed in the exit area, "PAPER JAM 2" appears on the display.

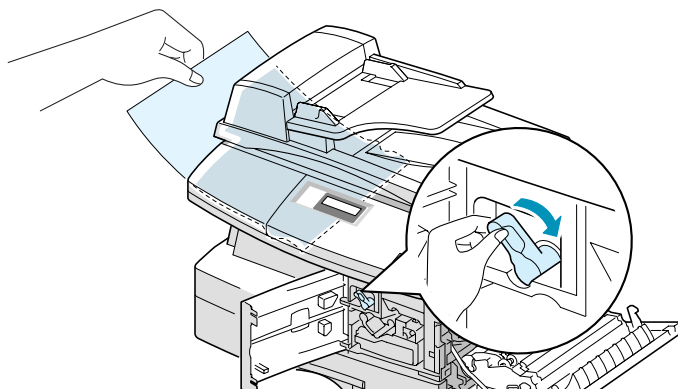
- 1 Press the release lever to open the side cover.
- 2 Open the front cover.



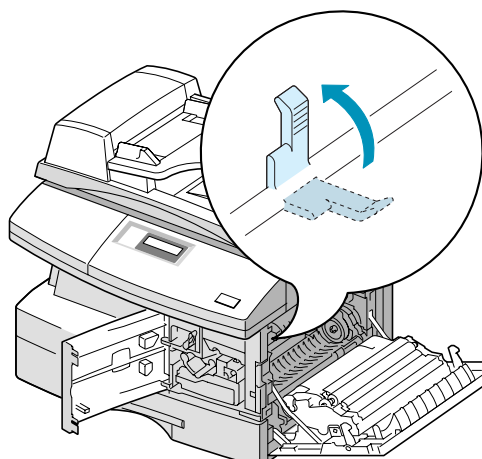
- 3** Pull down on the fuser lever. This will release pressure on the paper.



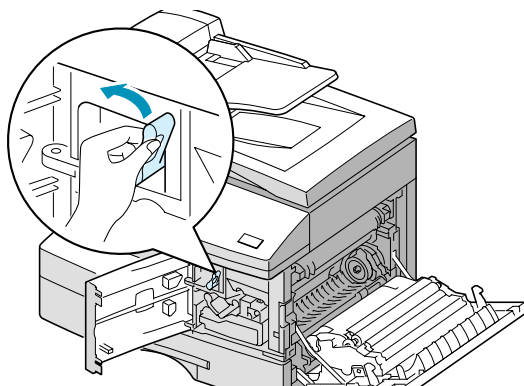
- 4** Turn the Jam Remove Lever in the direction of the arrow to move the paper to the exit area, then gently pull the paper out through the exit area.



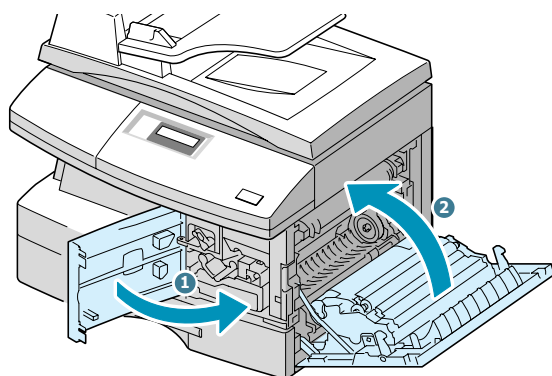
- 5** Push the fuser lever up.



- 6** Turn the Jam Remove Lever back to the original position.



- 7** Close the front cover **1** and the side cover **2**.



Duplex Jam

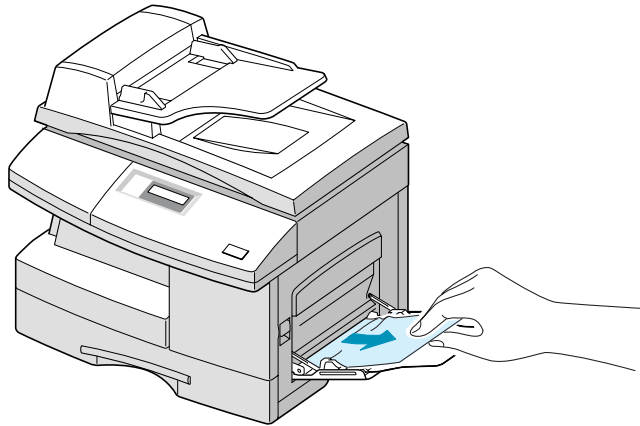
If paper jam occurs in the duplexer, "DUPLEX JAM" appears on the display.

- 1** Press the release lever to open the side cover.
- 2** Remove the jammed paper. Then close the side cover.

Bypass Jam

"BYPASS JAM" appears on the display when you try to print using the Bypass Tray and the machine does not detect paper due to no paper or improper paper loading.

"BYPASS JAM" also may occur when the paper is not properly fed into the machine through the Bypass Tray. In that case, pull the paper out of the machine.



LCD Error Messages

Display	Meaning	Solution
BYPASS JAM	The machine detects no feeding from the Bypass Tray.	Load paper in the Bypass Tray.
DOCUMENT JAM	The loaded document has jammed in the ADF.	Clear the document jam. See page 8.2.
DOOR OPEN	The side cover is not securely latched.	Close the side cover until it locks into place.
DRUM WARNING	The drum cartridge is near the end of its life.	You should have a replacement cartridge in stock.
DUPLEX JAM	Paper has jammed in the middle of a 2-sided print job.	Clear the jam. See page 8.9.
DRUM EMPTY	The drum cartridge is empty.	Replace the drum cartridge. See page 7.8.
FUSER ERROR	There is a problem in the fuser unit.	Unplug the power cord and plug it back in. If the problem still persists, please call for service.
OPEN HEAT ERROR		
HEATING ERROR		
OVER HEAT		
INVALID CARTRIDGE	You have used an unauthorised cartridge.	You must use a Samsung-approved cartridge.
LINE ERROR (for SCX-5315F only)	Your machine cannot connect with the remote machine, or has lost contact because of a problem with the phone line.	Try again. If the problem persists, wait an hour or so for the line to clear, then try again. Or, turn the ECM mode on. See 'System Data Options' in the Facsimile User's Guide.
LSU ERROR	A problem has occurred in the LSU (Laser Scanning Unit).	Unplug the power cord and plug it back in. If the problem still persists, please call for service.

Display	Meaning	Solution
MEMORY FULL (for SCX-5315F only)	The memory is full.	Either delete unnecessary documents, retransmit after more memory becomes available, or split the transmission into more than one operation.
NO ANSWER (for SCX-5315F only)	The remote fax machine has not answered after several redial attempts.	Try again. Make sure the remote machine is operational.
POLLING ERROR (for SCX-5315F only)	<p>The remote fax machine you want to poll is not ready to respond to your poll.</p> <p>Or, when setting up to poll another fax machine, you have used an incorrect poll code.</p>	<p>The remote operator should know in advance that you are polling and have the fax machine loaded with the original document.</p> <p>Enter the correct poll code.</p>
NO DEVELOPER CARTRIDGE	The drum cartridge is not installed.	Install the drum cartridge.
NO PAPER	The paper in the paper cassette has run out.	Load paper in the paper cassette.
RX TRAY FULL	Paper is overstacked in the output bin.	Remove paper.
PAPER JAM 0	Paper has jammed in the paper feeding area of the cassette.	Clear the jam. See page 8.4.
PAPER JAM 1	Paper has jammed in the fuser area.	Clear the jam. See page 8.6.
PAPER JAM 2	Paper has jammed in the paper exit area.	Clear the jam. See page 8.7.
RETRY REDIAL? (for SCX-5315F only)	The machine is waiting for a specified time interval to redial a previously busy station.	You can press Mode/Enter to immediately redial, or Stop/Clear to cancel the redial operation.
SCANNER LOCKED	The scan module is locked.	Unlock the scanner (see page 1.2) and press Stop/Clear .

Display	Meaning	Solution
TONER EMPTY	The toner cartridge has run out. The machine stops.	Replace with a new toner cartridge. See page 7.3.
TONER LOW	The toner is almost empty.	Take out the toner cartridge and gently shake it. By doing this, you can temporarily re-establish printing operations.

Solving Problems

The following chart lists some conditions that may occur and the recommended solutions. Follow the suggested solutions until the problem is corrected. If the problem persists, please contact a service engineer.

Copier Problem Solution Chart

Condition	Suggested solutions
The LCD does not turn on.	Check that the machine is plugged into an electrical supply. Ensure that there is power to the socket where the unit is plugged in to and that the machine power switch is in the ON position.
The machine beeps an error sound and does not make a copy.	Make sure that the machine is in copy mode. If not, change the mode to the Copy mode by pressing Mode/Enter .
Copies are too light or too dark.	If the original is light, use the Contrast button to darken the background of the copies. If the original is dark, use the Contrast button to lighten the background of the copies.
Smears, lines, marks, or spots on copies.	If the detects are on the original, press the Contrast button to lighten the background of your copies. If no defects are on the original, clean the document glass and underside of the document cover.

Condition	Suggested solutions
Copy image is skewed.	<p>Ensure that original is positioned correctly on document glass.</p> <p>Check that the copy paper is loaded correctly.</p>
Blank copies.	<p>Ensure that the original is face down on the document glass or face up in the ADF.</p>
Image rubs off the copy easily.	<p>Replace the paper in the cassette with paper from a new package.</p> <p>In high humidity areas do not leave paper in the machine for extended periods of time.</p>
Frequent copy paper jams.	<p>Fan the stack of paper, then turn it over in the cassette. Replace the paper in paper cassette with a fresh supply. Check/adjust the paper guides, if necessary.</p> <p>Ensure that the paper is the proper paper weight. 20 lb (75 g/m²) bond paper is recommended. Check for copy paper or pieces of copy paper remaining in the machine after a paper jam has been cleared.</p>
Toner yield is lower than expected and TONER LOW message appears on the LCD.	<p>Toner may be lodged in the cartridge. Remove the toner cartridge. Shake the toner cartridge and tap along the top of the toner cartridge over a waste receptacle. Take care not to touch the exposed toner on the left side of the cartridge.</p>
Fewer copies from the toner cartridge than expected.	<p>Your originals may contain pictures, solids, or heavy lines, for example, forms, newsletters, books or other documents that use more toner. The machine may be turned frequently on and off. The document cover is being left open while copies are being made.</p>
The following message appears on your computer screen: Scanner is busy receiving or printing data. When the current job is completed, try again.	<p>There may be a copying or printing job in progress. When the current job is completed, try the job again.</p>

Printing Problem Solution Chart

Condition	Probable cause	Suggested solutions
Your machine does not print.	The IEEE-1284 parallel cable or USB cable is not connected properly.	Check the cable connection.
	The IEEE-1284 parallel cable or USB cable is defective.	Check the cable with a computer and printer that work. If printing is still not possible, replace the cable.
	The port setting is incorrect.	Check the printer settings in the Windows Control Panel to make sure that the print job is being sent to the correct port. (For Example: LPT1.)
Your machine does not print. (continued)	The toner and drum cartridges are not installed properly.	Check that the toner and drum cartridges are installed properly.
	The printer driver may not be installed properly.	Reinstall the software.
	The parallel port cable specifications may not be correct.	Use the IEEE-1284 parallel port cable supplied with the machine or replace it with an IEEE-1284 compliant cable.
Half of the page is blank.	The page layout is too complex.	Reduce the resolution setting from 600 dpi to 300 dpi. Install more RAM in the computer.
	The page orientation may be incorrect.	Change the page orientation in the printer setup dialogue.

Condition	Probable cause	Suggested solutions
When printing using the USB connection, an error occurs repeatedly.	When the USB mode is set to "FAST" some PC users may experience poor USB communication.	<p>Change the USB mode to "SLOW." To do so, take the following steps:</p> <ol style="list-style-type: none"> 1. Press Menu/Exit then System Setup from the one-touch dial keypad. SCX-5115 users should press Menu then Enter. 2. Use ^ or v until "USB MODE" appears on the top line of the display. The current setting appears on the bottom line. 3. Press < or > to select "SLOW." 4. Press Mode/Enter (Enter on SCX-5115) to save the selection. 5. Press Stop/Clear to return to Standby mode.
Printing is too slow.	The computer parallel port may not be set for high speed communications.	If your computer is equipped with an ECP parallel port, enable this mode of operation. Refer to the Enabling High Speed Printer Communications section and your computer's user guide.
	If using Windows 95, the spool setting may be set incorrectly.	Point to the Start and then click Settings then Printers . Click your printer icon with the right mouse button. Click Properties and then spool settings on the Details tab. Select the desired setting from the available choices.
	Computer may not have enough memory (RAM).	Install more RAM in your computer.
	The print job is large.	Reduce resolution from 600 dpi to 300 dpi.

Condition	Probable cause	Suggested solutions
Irregular faded patches of print.	There is a paper quality problem.	Use only paper that meets the specifications required by the machine.
	Toner may be unevenly distributed.	Remove the toner cartridge and shake it gently to evenly distribute the toner. Then reinstall the toner cartridge.
Black staining	There is a paper quality problem.	Use only paper that meets the specifications required by your machine.
Character voids	The paper may be too dry.	Try printing with a different batch of paper.
Background scatter	The paper may be too damp.	Try printing with a different batch of paper. Do not open packets of paper until necessary so that the paper does not absorb too much moisture from the air.
	Printing over uneven surfaces.	If printing onto envelopes, change your printing layout to avoid printing over areas that have overlapping seams on the reverse side.
Missing characters	The paper may be too damp.	Try printing with a different batch of paper. Do not open packets of paper until necessary so that the paper does not absorb too much moisture from the air.
Back of printout is dirty	The transfer roller may be dirty.	Print a few blank pages to clean the transfer roller.
Faded graphics	Toner may be low.	Remove the toner cartridge and shake it gently to evenly distribute the toner. Then reinstall the toner cartridge. Ensure that you have a spare toner cartridge.

Fax Problem Solution Chart

(Available in SCX-5315F only)

Condition	Suggested solutions
The machine is not working, there is no display and the buttons are not working.	Unplug the power cord and plug it in again. Check that your socket is Live.
No dial tone	Check that the phone line is connected properly. Check that the phone socket on the wall is working by plugging in another phone.
The numbers stored in the memory do not dial correctly.	Make sure that the numbers are stored in the memory correctly. Print a Phone Book list referring to the Facsimile User's Guide.
The document does not feed into the machine.	Make sure that the document is not wrinkled and you are putting it in correctly. Check that the document is the right size, not too thick or thin. Make sure that the ADF top cover is firmly closed.
Faxes are not received automatically.	The FAX mode should be selected. Make sure that there is paper in the cassette. Check if the display shows "MEMORY FULL."
Faxes are not received manually.	Check that you hung up the handset of the external telephone before you started faxing.
Your machine will not send anything.	Make sure that the document is loaded face down/up depending on whether you are using the Document scanner glass or ADF unit. "TX" should show up on the display. Check the other fax machine you are sending to, to see if it can receive your fax.
You cannot poll another machine.	The fax machine you are polling may be using a poll code. Contact the remote operator.

Condition	Suggested solutions
The incoming fax has blank spaces or you received a poor-quality copy.	<p>The fax machine sending you the fax may be faulty.</p> <p>The fax machine sending you a fax may have a dirty document glass. Clean the document glass, referring to page 7.2.</p> <p>A noisy phone line can cause line errors.</p> <p>Check your machine by making a copy.</p> <p>The toner cartridge may be empty. Replace the toner cartridge, referring to page 7.3.</p>
Some of the words are stretched on the incoming fax.	The fax machine sending you the fax had a temporary document jam.
There are lines on the copies or documents you send.	Check your scan glass for marks, and clean it. See page 7.2.
The machine dials a number, but fails to make a connection with another fax machine.	The other fax machine may be turned off, out of paper, or cannot answer incoming calls. Speak with the other machine operator and ask her or him to sort out the problem.
Documents are not stored in the memory	There may not be enough memory to store the document. If the display shows a "MEMORY FULL" message, delete any documents you no longer need from the memory, then restore the document.
Blank areas appear at the bottom of each page or on other pages, with only a small strip of text printed at the top.	You may have chosen the wrong paper settings in the user option setting. Refer to the Facsimile User's Guide to choose the proper paper size.

NOTE





INSTALLING A NETWORK OPTION

You can connect your machine to your network by installing an optional network interface card.

This chapter includes:

- **Installing a Network Interface Card**
- **Configuring Network Parameters**
- **Configuring the Samsung Network Printer Port**

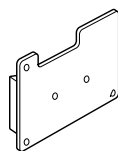
Installing a Network Interface Card

To install an optional network interface card, take the following steps:

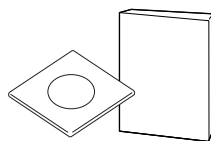
CAUTIONS:

- **DISCONNECT THE POWER CORD.** Never remove the control board while the printer is plugged in. To avoid the possibility of an electrical shock, always disconnect the power cord when installing or removing ANY printer options.
 - **DISCHARGE STATIC ELECTRICITY.** The control board and the interface card are sensitive to static electricity. Before installing or removing the card, discharge static electricity from your body by touching something metal, such as the metal back plate on any device plugged into a grounded power source. If you walk around before finishing installation, discharge any static electricity once again.
-

- 1** Unpack the network interface card. Make sure that there is no missing or damaged part.

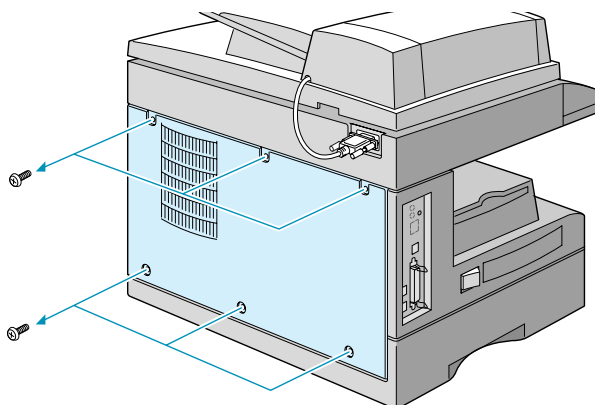


▲ Network Interface Card

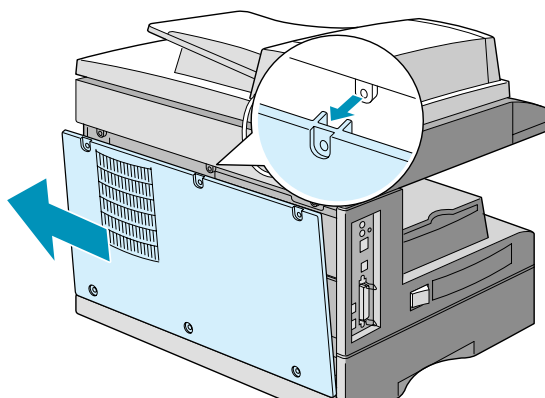


▲ SyncThru CD-ROM and User's Guide

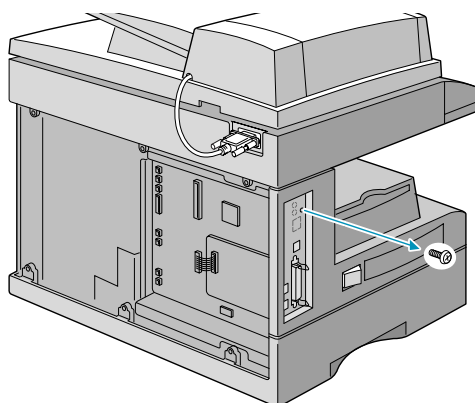
- 2** Turn your machine off and unplug the power cord and all of cables from the machine.
- 3** Remove the six screws from the back of the machine.



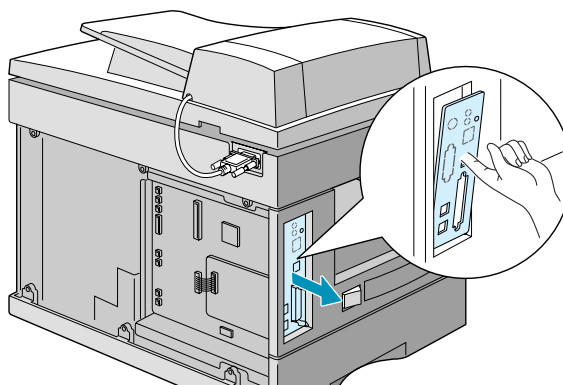
- 4** Pull the control board cover slightly towards you and slide it to the left. Remove the cover from the machine.



- 5** Remove the one screw from the port cover.

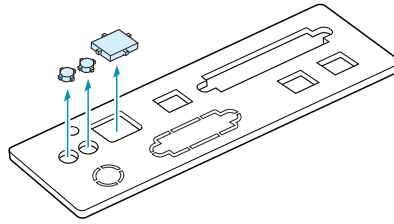


- 6** Remove the port cover by using your finger or a screw driver from the machine.

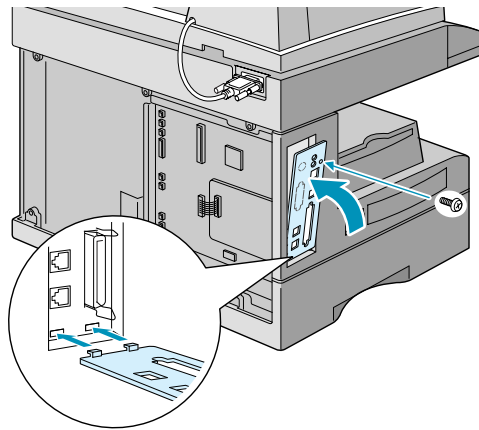


A

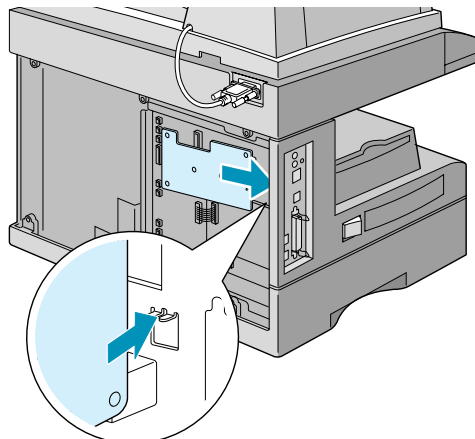
- 7** Remove the plates covering the network port and LED slots from the port cover.



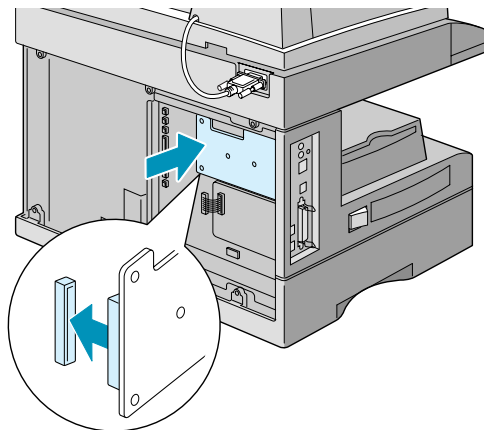
- 8** Insert the two teeth at the bottom of the port cover into the slots on the port panel and replace the cover, as shown. Fasten the screw removed in Step 5 to secure the cover.



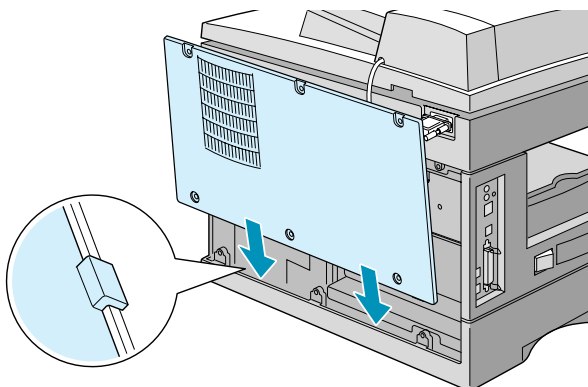
- 9** Insert the network interface card, ensuring that the network cable connector and LEDs on the card align with the port and LED slots.



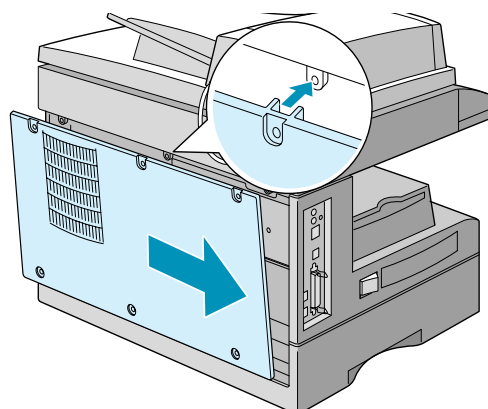
- 10** Align the connector of the network interface card with the network card port on the control board and press the card until it is securely seated on the board.



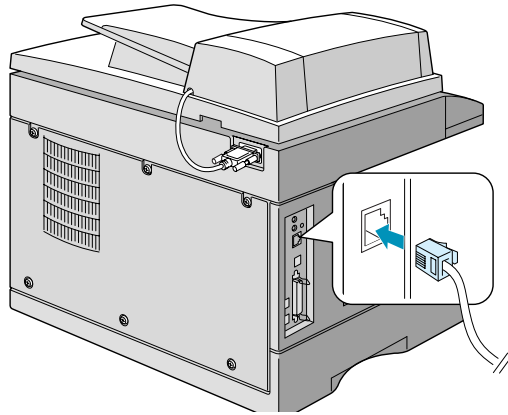
- 11** Insert the teeth at the bottom of the control board cover into the corresponding slots on your machine.



- 12** Slide the cover to the right and align the connectors on top of the cover with those on the machine. Fasten the six screws to secure the cover.



- 13** Plug one end of the 10/100 Base-TX network cable into the network interface connector and the other end into the network connection.



- 14** Plug all of the cables and the power cord you removed in Step 2.
- 15** Turn your machine on.

Configuring Network Parameters

To use your machine as a network printer, you need to set up the desired network protocols on the machine. Setting protocols can be accomplished by using the supplied network programme. Please refer to SyncThru User's Guide.

You can configure the basic network parameters through the control panel of your machine. Use the control panel to do the following:

- Enable or disable network protocols; TCP/IP, IPX/SPX (Netware)
- Configure TCP/IP
- Configure IPX frame types

Supported Operating Systems

Item	Requirements
Network Interface	10/100 Base-TX
Network Operating System	<ul style="list-style-type: none">• Novell NetWare 3.x, 4.x, 5.x• Windows 95/98/Me/XP, NT 4.0/2000• Unix AT&T, BSD4.3, HP-UX, SUN OS, SOLARIS, SCO• Linux RedHat 6.0
Network Protocols	<ul style="list-style-type: none">• Netware IPX/SPX• IPX/SPX, TCP/IP, DLC/LLC on Windows• LPD(LPR), Port9100 on Windows NT, Unix, Linux
Dynamic Addressing Server	<ul style="list-style-type: none">• DHCP, BOOTP

- IPX/SPX: Internet Packet eXchange/Sequenced Packet eXchange
- TCP/IP: Transmission Control Protocol/Internet Protocol
- DLC/LLC: Data Link Control/Logical Link Control
- DHCP: Dynamic Host Configuration Protocol
- BOOTP: Bootstrap Protocol

Printing a Network Configuration Page

The Network Configuration page shows you how the network card installed in your machine is configured. The default setting suitable for most applications have been enabled.

- 1** Press **Menu/Exit** and then press **System Setup** on the one-touch dial keypad. SCX-5115 users should press **Menu** and then **Enter**.
- 2** Press **^** or **v** to display "NETWORK SETUP" on the top line.
- 3** Press **<** or **>** to display "PRINT NET CFG" on the bottom line.
- 4** Press **Mode/Enter** (**Enter** for SCX-5115).

The Network Configuration page prints out.

A

Configuring TCP/IP

Your printer can be set up on a variety of TCP/IP networks. There are two ways that your printer can be assigned a TCP/IP address, depending on your network:

- Static Addressing: TCP/IP address is assigned manually by the system administrator.
- Dynamic Addressing BOOTP/DHCP (default): TCP/IP address is assigned automatically by the server.

Static Addressing

To enter the TCP/IP address from your printer's control panel, take the following steps:

- 1 Press **Menu/Exit** and then **System Setup** on the one-touch dial keypad. SCX-5115 users should press **Menu** and then **Enter**.
- 2 Press **^** or **v** to display "NETWORK SETUP" on the top line.
- 3 Press **<** or **>** to display "CONFIG NETWORK" on the bottom line.
- 4 Press **Mode/Enter** (**Enter** for SCX-5115) to access the menu.
The first option, "CONFIGURE TCP" displays on the bottom line.
- 5 Press **Mode/Enter** (**Enter** for SCX-5115) to access the menu.
- 6 Press **<** or **>** until "IP ADDRESS" displays on the bottom line.
- 7 Press **Mode/Enter** (**Enter** for SCX-5115) to access the menu.
- 8 Press **<** or **>** to select IP ADDRESS, SUBNET MASK, or GATEWAY on the bottom line.
- 9 Press **Mode/Enter** (**Enter** for SCX-5115) to set an address.

A TCP/IP address consists of 4 bytes.



Enter a number between 0 and 255 for each byte.

- 10** Enter a number between 0 and 255 for each byte and press **Mode/Enter** (**Enter** for SCX-5115).

You can move between each byte by pressing < or >.

- 11** Repeat steps 6 through 8 to configure the other TCP/IP parameters, such as subnet mask and gateway.

- 12** When you are finished, press **Stop/Clear**.

Dynamic Addressing (BOOTP/DHCP)

To allow the server to automatically assign the TCP/IP address, take the following steps:

- 1** Press **Menu/Exit** and then **System Setup** on the one-touch dial keypad. SCX-5115 users should press **Menu** and then **Enter**.
- 2** Press ^ or v to display "NETWORK SETUP" on the top line.
- 3** Press < or > to display "CONFIG NETWORK" on the bottom line.

- 4** Press **Mode/Enter** (**Enter** for SCX-5115) to access the menu.

The first option, "CONFIGURE TCP" displays on the bottom line.

- 5** Press **Mode/Enter** (**Enter** for SCX-5115) to access the menu.
- 6** Press < or > to select the server to assign the TCP/IP address, DHCP or BOOTP.
- 7** Press **Mode/Enter** (**Enter** for SCX-5115) to save the selection.
- 8** When you are finished, press **Stop/Clear**.

Configuring Netware

On IPX/SPX protocol networks (for example, Novell NetWare), the format of network communication frames must be specified on the printer. In most cases, you can keep the default setting on "AUTO." However, you can manually set the frame type format if required.

- **AUTO (default):** Automatically senses and limits the frame type to the first one detected.
- **IEEE802.3:** Limits the frame type to IPX over IEEE 802.3 frames. All others are discarded.
- **ETHERNET II:** Limits the frame type to IPX over Ethernet Frames. All others are discarded.
- **IEEE802.2:** Limits the frame type to IPX over IEEE 802.2 with IEEE 802.3 frames. All others are discarded.
- **SNAP:** Limits the frame type to IPX over SNAP with IEEE 802.3 frames. All others are discarded.

Take the following steps to change the frame type format:

- 1** Press **Menu/Exit** and then **System Setup** on the one-touch dial keypad. SCX-5115 users should press **Menu** and then **Enter**.
- 2** Press **^** or **v** to display "NETWORK SETUP" on the top line.
- 3** Press **<** or **>** to display "CONFIG NETWORK" on the bottom line.
- 4** Press **Mode/Enter** (**Enter** for SCX-5115) to access the menu.
- 5** Press **<** or **>** to display "NETWARE" on the bottom line.
- 6** Press **Mode/Enter** (**Enter** for SCX-5115).
- 7** Press **<** or **>** to select the frame type you want to set and press **Mode/Enter** (**Enter** for SCX-5115).

If you don't want to enable the Netware protocol, select "OFF".
- 8** To return to Standby mode, press **Stop/Clear**.

Restoring the Network Configuration

You can return the network configuration to its default settings.

- 1 Press **Menu/Exit** and then **System Setup** on the one-touch dial keypad. SCX-5115 users should press **Menu** and then **Enter**.
- 2 Press **^** or **v** to display "NETWORK SETUP" on the top line.
- 3 Press **<** or **>** to display "SET DEFAULT" on the bottom line.
- 4 Press **Mode/Enter** (**Enter** for SCX-5115) to access the menu.
- 5 Press **<** or **>** to select "YES" and press **Mode/Enter** (**Enter** for SCX-5115).
To cancel restoring, select "NO."
- 6 To return to Standby mode, press **Stop/Clear**.

Resetting the Network Interface Card

When your network interface card does not work properly, you need to reboot the card.

- 1 Press **Menu/Exit** and then **System Setup** on the one-touch dial keypad. SCX-5115 users should press **Menu** and then **Enter**.
- 2 Press **^** or **v** to display "NETWORK SETUP" on the top line.
- 3 Press **Mode/Enter** (**Enter** for SCX-5115) when "RESET NETWORK" displays on the bottom line.
- 4 Press **<** or **>** to select "YES" and press **Mode/Enter** (**Enter** for SCX-5115).
To cancel resetting, select "NO."
- 5 To return to Standby mode, press **Stop/Clear**.

Configuring the Samsung Network Printer Port

The supplied network programme installation CD-ROM contains Samsung Network Printer Port for using Windows networks. You can install the port with the network administration programme.

Before installing the Samsung Network Printer port, you need to install the MFP driver on your system if it is not already installed. See page 2.4.

Installing Samsung Network Printer Port

- 1 Insert the installation CD supplied with your network interface card into the CD-ROM drive.
- 2 The language selection window automatically opens. Select a language.

If the SyncThru setup does not start automatically, if the opening window does not appear, click **Start**, and then **Run**. Type **X:Autorun.exe**, replacing "X" with the letter of your drive, and click **OK**.

- 3 Click **SyncThru**.
- 4 Click **Install Samsung Software on your PC**.
- 5 In the Welcome window, click **Next**.
- 6 The Chooser Destination Location window appears. You may select the program folder. Or click **Next** to install it in the default folder.
- 7 When the Setup Type window appears, select **Compact** and click **Next**.
- 8 When the installation is complete, click **Finish**.

Selecting the Samsung Network Printer Port

To print to the Samsung Network Printer port, you need to select it in the printer driver.

- 1 From the Windows **Start** menu, selecting **Settings** and then **Printer** to open the Printer folder.

In Windows XP, select **Start** and then **Printers and Faxes**.

- 2 Right-click on the **Samsung SCX-5x15 Series PCL 6** printer icon and select **Properties** from the pop-up menu.

- 3 In Windows 95/98/Me, click the **Details** tab.

In Windows NT4.0/2000/XP, click the **Ports** tab.

- 4 Click **Add Port**.

- 5 In Windows 95/98/Me, click **Other**, and select **Samsung Network Printer Port**. Click **OK**.

In Windows NT4.0/2000/XP, select **Samsung Network Printer Port** and click **New Port**.

- 6 The Network Printer Port Wizard window appears. Select the method for detecting the network interface card of your machine and enter the associated address, if necessary. Click **Next**.

You can find a print server by entering the printer's IP address, MAC address, or IPX/SPX address. To search through all of the interface cards connected to the network, select **Auto Detection on the network**.

- 7 If you selected **Auto Detection on the network**, the system detects all of the print servers and displays a list. Select your printer you want to use then click **Next**.

- 8 Type a port name to identify the new printer and click **Finish**.

- 9 The selected port displays on the print port list. Click **OK** or **Close**.

- 10 You are finished. To send a job to the network printer, select the printer from the application programme.

MEMO





SPECIFICATIONS

This chapter includes:

- **General Specifications**
- **Scanner and Copy Specifications**
- **Printer Specifications**
- **Facsimile Specifications** (*SCX-5315F only*)

General Specifications

Item	Description
Printing method	Laser scanning unit
Scanning method	Sheet-fed and Flat-bed CCD(charge coupled device) module
Effective scanning width	8.2 inches (208 mm)
ADF Document size	Width 6.9 to 8.5 inches (174 to 216 mm)
	Length Single page: 5 to 59 inches (128 to 1500 mm) Multi pages: 5 to 14 inches (128 to 356 mm)
Recording paper type	for Cassette : Letter, A4, Legal (weight: 60~90 g/m ² , 16 ~ 24 lb)
	for By pass Tray: Letter, Legal, JIS B5, A4, Executive, A5, A6 card, Post Card 4x6, HagaKi, Envelope 7-3/4, Envelope COM-10, Envelope DL, Envelope C5 * Min.: 3.9 x 5.8 inches (98 x 148 mm), (weight: 60~120 g/m ² , 16 ~ 32 lb)
Recording paper capacity	for Cassette : 550 sheets (weight: 75 g/m ² , 20 lb) for By pass Tray: 100 sheets (weight: 75 g/m ² , 20 lb)
Automatic document feeder	Up to 30 pages (20 lb or 75 g/m ²)
Consumables	2-piece Toner/Drum cartridge system
Compatibility	Win 95, 98, 2000, NT 4.0, Win Me, Win XP
PC Interface	IEEE 1284 Parallel, USB, Optional Network
Power requirements	100 ~ 127 VAC, 50/60 Hz, 4A 220 ~ 240 VAC, 50/60 Hz, 2.5A
Power consumption	Sleep mode: 35 W Standby mode: 90 W Average: 380 W
Operating conditions	Temperature: 50 °F to 89 °F (10 °C to 32 °C) Humidity: 20% to 80% RH

Item	Description
LCD	16 Characters x 2 lines
Toner cartridge life	6,000 pages @ IDC 5% coverage
Drum cartridge life	15,000 pages @ IDC 5% coverage
SET Dimension (WxDxH)	22.0 x 17.0 x 18.1 inches (560 x 433 x 459 mm)
Weight	Net: 22.5 Kg (including consumables) Gross: 26.5 Kg (including consumables, accessories and package)
Package Weight	Paper: 2.7 Kg Plastic: 0.7 Kg

Scanner and Copy Specifications

Item	Description
Compatibility	TWAIN standard
Resolution	Optical 600 dpi resolution (Mono and Color)
Color bit depth	Internal: 32 bit External: 24 bit
Mono bit depth	1 bit for text mode 8 bit for Gray mode
Copy speed	15 copies per minute
Copy resolution	1,200 dpi enhanced
Zoom Rate	by platen 25 ~ 400 % by ADF 25 ~ 100 %

B

Printer Specifications

Item	Description
Printing method	Laser Scanning Unit
Printing speed	15 pages per minute/A4
Print resolution	1200 dpi class
Emulation language	PCL 6

Facsimile Specifications

(SCX-5315F only)

Item	Description
Printing method	Laser Scanning Unit
Compatibility	ITU-T Group 3, ECM
Applicable line	Public Switched Telephone Network(PSTN) or behind PABX
Data coding	MH/MR/MMR (ECM Mode) and JPEG for color fax transmission
Modem speed	33600/28800/21600/19200/14400/12000/9600/7200/4800/2400 bps with fall back
Transmission speed	Approx. 3 seconds/page * Transmission time applies to memory transmission of text data with ECM compression using only ITU-T No.1 Chart.
Scanning speed	Platen: approx. 3 seconds/letter (at standard fax resolution mode) ADF: approx. 5 seconds/letter (at standard fax resolution mode)
Resolution	Standard(203x98 dpi), Fine(203x196 dpi), Superfine(300x300 dpi), Photo(203x196 dpi/300x300 dpi), Color(203x196 dpi)

Item	Description
User Memory	4 MB (320 pages)
Halftone	256 levels
Auto dialer	One-touch dialling (registration for 40 numbers) Speed dialling (registration for 80 numbers)



INDEX

A

ADF load 4.3

B

booklet print 5.8

C

cartridge locking lever 1.16

clone

in copy mode 4.10

in print mode 5.7

collation for copying 4.12

consumables 7.11

contrast

for copying 4.7

copy size 4.8

D

default printer 5.2

display language 1.20

document

jam, clear 8.2

load in ADF 4.3

load on document glass 4.4

document glass

clean 7.2

load 4.4

drum

clean 7.8

install 1.14

replace 7.8

E

error 8.11

extension phone, connect 1.12

F

fit to page print

in copy mode 4.9

in print mode 5.8

J

jam, clear

document 8.2

paper 8.4

M

MFP driver

install 2.4

uninstall 2.8

N

network interface card

configure A.6

install A.2

network printer, setup

locally shared 5.12

network-connected A.6

P

paper jame, clear 8.4

paper load

in bypass tray 3.6

in cassette 1.17

paper load capacity 3.2

paper save 1.21

paper size, set

in bypass tray 3.9

in cassette 1.20

in print mode 5.5

paper source

- in copy mode 4.2
 - in print mode 5.5
- paper type 3.2
- parallel, connect 1.13
- poster print 5.9
- power save 1.22
- printer driver
 - install 2.4
 - uninstall 2.8
- printer driver window 5.3

R

- resolution, print 5.6

S

- scan driver
 - install 2.4
 - uninstall 2.8
- scanner lock 1.2
- SmarThru
 - install 2.4
 - uninstall 2.10
- software
 - install 2.4
 - uninstall 2.12

T

- tel line, connect 1.11
- toner cartridge
 - install 1.14
 - life 7.3
 - replace 7.5
- toner save 1.21
- two-sided print
 - in copy mode 4.11
 - in print mode 5.10

U

- USB, connect 1.13

W

- watermark, print 5.11

SAMSUNG

User's Guide

SCX-5315F

Digital Laser Facsimile **SCX-5315F**

User's Guide



For UK customers:

To reorder your consumables
Call 0800 3164060

For Technical Assistance
Call 0870 2420303



Visit us at:
www.samsungprinter.com

JC68-01055ARev. 1.00

About the User's Guide

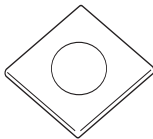
Your machine comes with three user's guides:



This Laser Facsimile User's Guide provides information for using this machine as a fax machine. You will find how to send and receive a fax, and how to set fax-related options.



Laser MFP User's Guide provides information you will need to set this machine and install the supplied software. And this guide provides all of the detailed instructions to use this machine as a printer, scanner and copier. You will also find information to maintain and troubleshoot your machine.



SmarThru 3 User's Guide provides the basic description for using the multi-function application. Samsung SmarThru allows you to scan and edit images, scan to copy, PC fax and send e-mail on your computer. You will also find a brief description of the automatic text recognition program, AnyPage.

The CD-ROM contains the MFP driver, SmarThru software, the SmarThru user's guides and the Adobe Acrobat Reader program.

CONTENTS

Chapter 1: **GETTING STARTED**

Control Panel Functions	1.2
Setting the System ID	1.5
Entering Characters Using the Number Keypad ...	1.6
Setting the Date and Time	1.8
System Setup	1.9
Changing the System Setup Options	1.11
Adjusting the Ringer Volume	1.11
Adjusting the Speaker Volume	1.12

Chapter 2: **SENDING A FAX**

Preparing Documents for Faxing	2.2
How to Send a Fax	2.2
Adjusting Document Settings	2.4
Resolution	2.5
Contrast	2.6
Sending a Fax Automatically	2.6
Sending a Fax Manually	2.7
Confirming Transmission	2.8

Chapter 3: **RECEIVING A FAX**

About Receive Mode	3.2
Loading Paper for Receiving Faxes	3.3
Receiving Automatically in FAX Mode	3.4
Receiving in TEL/FAX Mode	3.4
Receiving Automatically in ANS/FAX Mode	3.5
Receiving Manually in TEL Mode	3.5
Receiving Manually Using an Extension Telephone	3.6
Receiving Fax in the Memory	3.6

Chapter 4: AUTOMATIC DIALLING

One-Touch Dialling	4.2
Storing a Number for One-Touch Dialling	4.2
Sending a Fax using a One-Touch Number	4.3
Using the One-Touch Sheet	4.4
Speed Dialling	4.5
Storing a Number for Speed Dialling	4.5
Sending a Fax using a Speed Number	4.6
Group Dialling	4.7
Setting Group Dial	4.7
Editing Group Dial Numbers	4.8
Sending a Fax Using Group Dialling (Multi-Address Transmission)	4.9
Searching for a Number in the Memory	4.10
Searching Sequentially through the Memory	4.10
Searching with a Particular First Letter	4.10

Chapter 5: OTHER WAYS TO FAX

Redialling	5.2
Delayed Transmission	5.2
Memory Transmission	5.4
Priority Transmission	5.6
Polling	5.7
What is Polling?	5.7
TX Poll	5.7
Delay RX Poll	5.9
Adding Documents To a Scheduled Operation	5.11
Cancelling a Scheduled Operation	5.12
Monitoring a Dual Job Status	5.12
Sending a Flash/Recall/R	5.13

Chapter 6: **ADDITIONAL FEATURES**

Using the Secure Receiving Mode	6.2
Printing Reports	6.3
Printing List	6.5
System Data Settings	6.5
Setting System Data Option	6.5
System Data Options	6.6
Using Remote Control Panel	6.8
Settings Tab	6.9
Advanced Tab	6.9
Phonebook Tab	6.10
Information Tab	6.10
Firmware Update	6.11
Clearing Memory	6.12

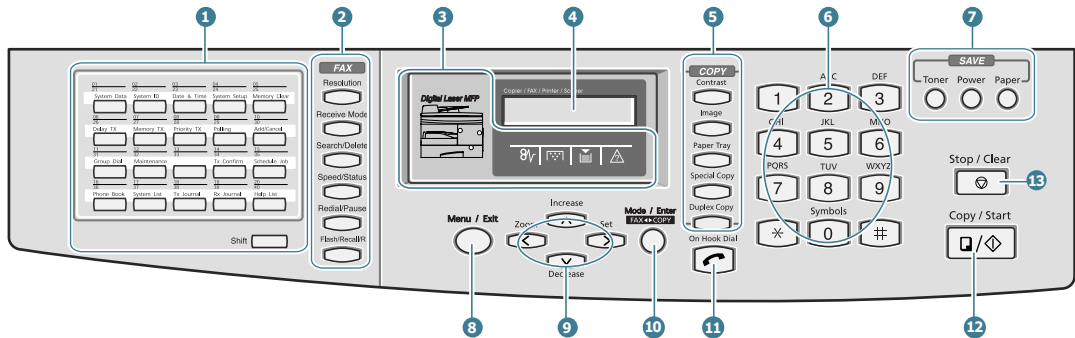
1

GETTING STARTED

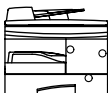
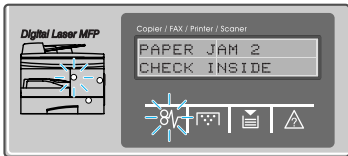



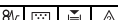







The following topics are included:

- **Control Panel Functions**
- **Setting the System ID**
- **Setting the Date and Time**
- **System Setup**
- **Adjusting the Ringer Volume**
- **Adjusting the Speaker Volume**

Control Panel Functions



1		Use to store frequently dialed fax number and dial them with a touch of the buttons. Also use in conjunction with the Menu/Exit button to access the corresponding menu functions.
	Shift	Allows you to shift one-touch buttons to access locations 21 through 40.
2 FAX		Adjusts the resolution of the documents for the current fax job.
		Used to choose the receive mode. The selected mode is displayed in Standby mode.
		Used to search for a number in memory. Also used to delete digits in the editing mode.
		Used to store frequently dialed fax numbers and dial them using a 2-digit speed number. Also used to alternately display the currently active and pending jobs.
		Redials the last number in Standby mode or inserts a pause into a fax number in the edit mode.
		Used to perform a Hook-switch operation such as call waiting.

3	 (status map)	<p>When an error occurs, the lamp in the corresponding location on the Status map turns on as well as the error indicator, and the error message appears on the display so that you can locate the error. For details on the meaning of error messages, refer to the products user guide.</p>  <p>▲ ex) The paper is jammed in the exit area.</p>
		 Turns on when a paper jam occurs. To clear the jam, refer to the machine user's guide.
		 Turns on when the toner or drum requires replacing. To replace the toner or drum cartridge, refer to the machine user's guide.
		 Turns on when the input tray you are using is empty. To load paper, refer to the machine user's guide.
4	 (Error indicators)	 Turns on when an error occurs on the system.
		 <p>Displays the current status and prompts during operation. To use fax features, make sure that the display is in the Fax mode displaying date, time, and the receive mode. If not, press Mode/Enter to switch to the Fax mode.</p>
5	COPY	 Used to adjust the contrast of the documents for the current copy or fax job.
		 Used to select the text type for the current copy or fax job.
		 Used to specify the paper tray you want to use in the Fax or Copy mode.
		 Used to set up special copy features such as AutoFit, Clone and Collation.
		 The current copy job is printed using both sides of the paper.

6		Use to dial a number or enter alphanumeric characters.
7 S A V E		Allows you to save toner by using less toner to print a document.
		Allows you to save power by reducing power consumption when not printing.
		Allows you to save paper by printing 2 pages on a single sheet of paper (available in the Copy mode only).
8		Enters the menu functions in conjunction with the one-touch buttons. Also backs you up to the previous menu level or exits the menu.
9*		Scrolls though the menu items. When you set the copy size or the copy page number, they can be used to change the number.
		Scrolls though the option available for the selected menu item. In the Copy mode, < allows you to change the zoom rate and > to change the number of copies.
10		Selects either the fax or copy modes. Also confirms the selection on the display.
11		Engages the telephone line.
12		Used to start a job.
13		Use to stop an operation at any time.

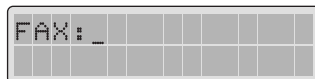
* Navigation buttons

Setting the System ID

1

In some countries you are required by law to indicate your fax number on any fax you send. The System ID, containing your telephone number and name (or company name), will be printed at the top of each page sent from your machine.

- 1 Press **Menu/Exit** and then **System ID** on the one-touch dial keypad. The display asks you to enter the fax number.

A rectangular display screen with a grid of 12 columns and 2 rows. The top row contains the text "FAX:_" followed by 11 empty boxes. The bottom row contains 12 empty boxes.

If there is a number already set, the number appears.

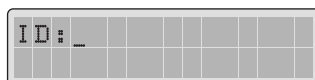
Enter your fax telephone number. You can include the + symbol in the phone number by pressing the * button and insert a space by pressing the # button. You can also insert a space by pressing _ at the end of the number.



NOTE: If you make a mistake while entering numbers, press < at the end of the entries to delete the last digit or press **Search/Delete** to delete all digits you entered.

To correct errors at the beginning or in the middle of an entry, move the cursor using the < and > to under the incorrect entry and correct it.

- 2 Press **Mode/Enter** when the number on the display is correct. The display asks you to enter the ID.

A rectangular display screen with a grid of 12 columns and 2 rows. The top row contains the text "ID:_" followed by 11 empty boxes. The bottom row contains 12 empty boxes.

- 3 Enter your name or company name by using the number keypad.

You can enter alphanumeric characters using the number keypad, and include special symbols by pressing 0 repeatedly.

For details on how to use the number keypad to enter alphanumeric characters, see "Entering Characters Using the Number Keypad" on page 1.6.

If you want to enter the same letter or number in succession (e.g. SS, AA, 777), enter one digit, move the cursor by pressing the > button, and enter the next digit.

If you want to insert a space in the name, you can also use the > button to move the cursor and skip the position.

- 4 Press **Mode/Enter** when the name on the display is correct.
- 5 Press **Stop/Clear** to return to Standby mode.

Entering Characters Using the Number Keypad

As you perform various tasks, you'll need to enter names and numbers. For example, when you set up your machine, you enter your name (or your company's name) and telephone number. When you store one-touch, speed dial or group dial number, you may also enter the corresponding names.

To enter alphanumeric characters:

- 1 When prompted to enter a letter, locate the button labelled with the character you want. Press the button repeatedly until the correct letter appears on the display.

For example, to enter the letter **O**, press **6**, (labelled MNO).

Each time you press **6**, the display shows a different letter, first **M**, then **N** and **O**, and finally **6**.

You can enter special characters (space, plus sign, etc.). For details, see "Keypad Character Assignment" on page 1.7.



- 2 To enter additional letters, repeat Step 1.

If the next letter is printed on the same button, move the cursor by pressing > and then press the button labelled with the letter you want. The cursor moves right and the next letter appears on the display.

- 3 When you finish entering letters, press **Mode/Enter**.

Keypad Character Assignment

Key	Assigned numbers, letters or characters
1	Space 1
2	A B C 2
3	D E F 3
4	G H I 4
5	J K L 5
6	M N O 6
7	P Q R S 7
8	T U V 8
9	W X Y Z 9
0	+ - , . ' / * # & 0

Editing Numbers or Names

If you make a mistake while entering a number or name, press **<** at the end of the entries to delete the last digit or press **Search/Delete** to delete all digits you have entered. Then enter the correct numbers or characters.

To correct errors at the beginning or in the middle of an entry, move the cursor using the **<** and **>** to under the incorrect entry and correct it.

Inserting a Pause

With some telephone systems, you must dial an access code (9 for example) and listen for a second dial tone. In such cases, you must insert a pause in the telephone number. You can insert a pause while you are setting up one-touch dial, or speed dial numbers.

To insert a pause, press **Redial/Pause** at the appropriate place while entering the telephone number. A “-” will appear on the display at the corresponding location.

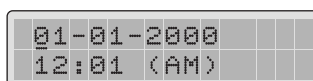
Setting the Date and Time

The current time and date are shown on the LCD display when the product is on and ready for faxes (Standby mode). The time and date are printed on all faxes you send.



Note: If power to the machine is cut off for over 30 minutes, when power is restored, the machine prompts you to reset time and date.

- 1 Press **Menu/Exit** and then **Date & Time** on the one-touch dial keypad.
- 2 Enter the correct time and date using the number keypad.



Day	= 01 ~ 31
Month	= 01 ~ 12
Year	= requires the four digits
Hour	= 00 ~ 23(24-hour mode) 01 ~ 12(12-hour mode)
Minute	= 00 ~ 59

You can also use < or > to move the cursor under the digit you want to correct, and enter a new number.

- 3 To select AM or PM for 12-hour format, press ^ or v.

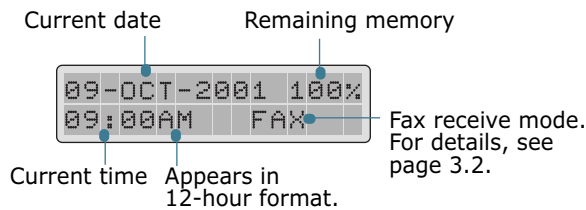
You can set the clock mode to either 12 or 24-hour format (e.g. 01:00 PM or 13:00). For details, see page 6.7.

- 4 Press **Mode/Enter** when the time and date on the display is correct.

If you enter an invalid number, the machine beeps and does not proceed to the next step. If this happens, just re-enter the correct number.

If you select USA, the time and date appears in the order of month, day, then year. The EUROPE format will be displayed in the order of day, month, year.

The display shows the time and date you have set, and returns to Standby mode.



System Setup

Through the System Setup menu, you can change the following:

Option	Description
PREFIX DIAL NO.	You can set the prefix dial number up to 5 digits. This dial number is to dial first before any autodial number is started. It is useful to access PABX exchange.
Secure Receive	You can keep your received faxes from being accessed by unauthorised people. For further details about setting this mode, see page 6.2.
RINGER VOLUME	You can set the desired ringer volume. For details, see "Adjusting the Ringer Volume" on page 1.11.
ALARM SOUND	With this option set to ON, an alarm tone sounds when an error occurs or fax communication ends.
KEY SOUND	With this option set to ON, a key tone sounds each time any key is pressed.
SPEAKER CONTROL	You can set the speaker to on, off or to Com. With it set to Com, the speaker is on until the remote machine answers.
SELECT LANGUAGE	You can select the display language from English, German, French, Italian, Spanish, Portuguese, and Dutch.

Option	Description
USB MODE	USB mode selections are FAST and SLOW. FAST is the default mode. Some PC users may experience poor USB implementation in the default mode. If this occurs, select the SLOW mode in order to achieve successful results.
FAX DUPLEX	With this option enabled, you can print 2-sided fax pages. You can select LONG EDGE or SHORT EDGE according to the desired binding orientation. Setting OFF turns the feature off.
IMAGE QUALITY	<p>You can improve the print quality to 1200 dpi for copying. The TEXT setting refines the print quality of characters by smoothing out jagged edges that can occur on the angles and curves of the characters. The IMAGE setting refines the print quality of photo image by smoothing the shades of grey. The NORMAL setting will print the received faxes with normal quality (600 dpi).</p> <p>NOTE: If you use the TEXT setting for documents with photographs or the IMAGE setting for text documents, you may not get the desired print quality.</p>
SCAN SLEEP MODE	<p>The scan lamp under the document glass automatically turns off when it is not in actual use to reduce power consumption and extend the lamp life. The lamp will automatically wake up after some warm-up time when you start to scan.</p> <p>This option allows you to determine the length of time the scan lamp waits after a scan job is completed before it switches to sleep mode. Select from 4HOURS, 8HOURS and 12 HOURS. Setting OFF leaves the lamp on all the time.</p>
Network Setup	<p>You can use your machine as a network printer by installing an optional network interface card. This menu allows you to configure the network parameters.</p> <p>For further details, see the MFP user's guide that came with your machine.</p>

Changing the System Setup Options

To display or change the default system setup options:

- 1 Press **Menu/Exit** and then **System Setup** on the one-touch dial keypad. You can see the first option, "PREFIX DIAL NO." on the upper line of the display.
- 2 Press \wedge or \vee to scroll through the options. The current status for your selection will be displayed in the lower line of the display.
- 3 Press $<$ or $>$ to display the desired status or use the number keypad to enter the desired value for the option you have selected.
- 4 Press **Mode/Enter** to save the selection. The next System Setup option appears.
- 5 If necessary, repeat Steps 2 to 4.
- 6 To return to Standby mode, press **Stop/Clear**.

Adjusting the Ringer Volume

- 1 Press **Menu/Exit** and then **System Setup** on the one-touch dial keypad.
- 2 Press \wedge or \vee until you see "RINGER VOLUME" on the upper line of the display.
- 3 Press $<$ or $>$ until you see the desired loudness on the lower line of the display. 10 levels are available.

You'll hear the selected volume and the display will show the level. Setting to the left end turns the ringer off. The machine will work normally even if the ringer is set to off.
- 4 Press **Mode/Enter** to save the change.
- 5 To return to Standby mode, press **Stop/Clear**.

Adjusting the Speaker Volume

- 1 Make sure that the display shows date and time (Fax Standby mode). If not, press **Mode/Enter** to switch to the Fax mode.
- 2 Press **On Hook Dial**. You'll hear dial tone.
- 3 Press < or > repeatedly until you find the desired loudness. The display shows the current volume level.
- 4 Press **On Hook Dial** to save the change and return to Standby mode.



2

SENDING A FAX

The following topics are included:

- **Preparing Documents for Faxing**
- **How to Send a Fax**
- **Adjusting Document Settings**
- **Sending a Fax Automatically**
- **Sending a Fax Manually**
- **Confirming Transmission**

Preparing Documents for Faxing

Use the following guidelines to prepare your documents for faxing:

- Do not attempt to feed the following types of documents into the Automatic Document Feeder:
 - carbon-paper or carbon-backed paper
 - coated paper
 - onion skin or thin paper
 - wrinkled or creased paper
 - curled or rolled paper
 - torn paper
- Remove all staples and paper clips before feeding the document.
- Make sure any glue, ink or correction fluid on the paper is completely dry before loading the document.
- Do not load documents containing different sizes or weights of paper.

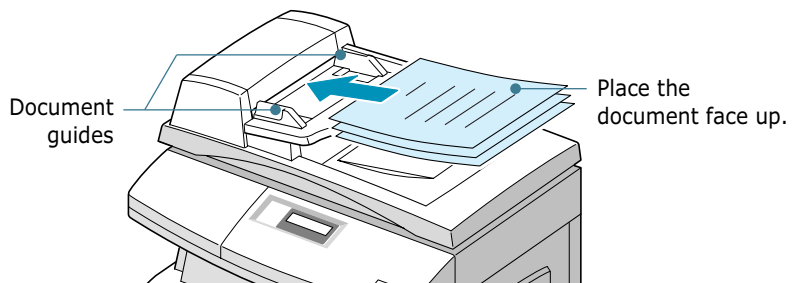


NOTE: If your document falls into any of these categories, use the document glass only.

How to Send a Fax

To fax a document using the Automatic Document Feeder (ADF):

- 1 Adjust the document guide on the ADF to match the width of the document.



- 2 Slide the document face up into the ADF. You can insert up to 30 sheets at a time.

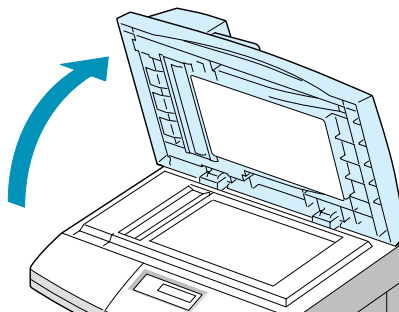
- 3 Make sure that the machine is in the Fax mode. If necessary, press **Mode/Enter** to change the mode into the Fax mode. In the Fax mode, the display shows:

09-OCT-2001	100%
09:00AM	FAX

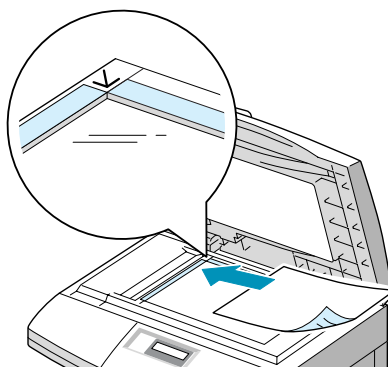
- 4 You can adjust the following document settings to suit your fax needs (see page 2.4):
- Resolution – to select resolution.
 - Contrast – to adjust contrast.
- 5 Use the number keypad to dial the number of the remote fax machine.
- 6 Press **Copy/Start** or **Mode/Enter**.

To fax a document from the document glass:

- 1 Open the document cover.



- 2 Place the document face down on the document glass, and close the document cover.





NOTES:

- If you are scanning a page from a book or magazine, close the document cover flat. The slanted cover may cause heavy exposure of the light when scanning.
 - Make sure that no document is in the ADF. If any document is detected in the ADF, the document has the priority over a document on the glass plate.
-

- 3** Make sure that the machine is in the Fax mode. If necessary, press **Mode/Enter** to change the mode into the Fax mode. In the Fax mode, the display shows:

09-OCT-2001 100%
09:00AM FAX

- 4** You can adjust the following document settings to suit your fax needs (see page 2.4):
- Resolution – to select resolution.
 - Contrast – to adjust contrast.
- 5** Use the number keypad to dial the number of the remote fax machine.
- 6** Press **Copy/Start** or **Mode/Enter**.

The document scans into the memory. The display asks if you want to send another page. Change the page and press "1.YES" else select "2.NO". If "1.YES" is selected, the next page is scanned. Repeat this until all pages are scanned then select "2.NO" when the pages will be sent immediately.

Adjusting Document Settings

When setting typical text based documents, the default document settings produce good results.

However, if you send documents that are of poor quality, or contain photographs, you can adjust the following features to ensure a higher quality.

Resolution

- 1 Use **Resolution** to increase sharpness and clarity.
- 2 By pressing **Resolution** repeatedly or using the navigation keys, you can choose between STANDARD, FINE, SUPER FINE, PHOTO, and COLOR.
- 3 When the desired mode is displayed, press **Mode/Enter** to save the selection.

The document types recommended for resolution settings are described in the table below.

Mode	Recommended for:
STANDARD	Documents with normal sized characters.
FINE	Documents containing small characters or thin lines, or for sending documents printed using a dot-matrix printer.
SUPER FINE	Documents containing extremely fine detail. Super Fine mode is enabled only if the remote machine also supports Super Fine resolution. (See the Note below.)
PHOTO	Documents containing shades of grey or photographs.
COLOR	Documents with colours. Sending a colour fax is enabled only if the remote machine supports colour fax reception and you send the fax manually (same as a Super Fine).



Note:

- The SUPERFINE resolution is not available if the Send from Memory option is set to ON. If the Send From Memory option is set to ON, the SUPERFINE resolution is automatically converted to the FINE resolution when the document is scanned into the memory.
- If the machine is set to the SUPERFINE resolution and the remote fax machine does not support SUPERFINE resolution, your product will transmit using the highest resolution mode supported by the remote fax machine.

Contrast

- 1 Use **Contrast** to compensate for the brightness or darkness of your faxed document.
- 2 By pressing **Contrast** repeatedly or using the navigation keys, you can choose from 5 contrast levels.

Set to darker mode when the document contains faint pencil markings or light print.

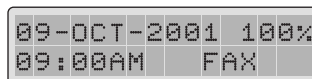
Set to lighter mode for dark print.
- 3 When the desired level is displayed, press **Mode/Enter** to save the selection.

Sending a Fax Automatically

- 1 Feed the document(s) face up into the ADF.

Or

Place a single document on the document glass face down.
- 2 Make sure that Fax mode is selected. Press **Mode/Enter** to change the mode into the Fax mode. In the Fax mode, the display shows:



- 3 Adjust the document settings if necessary. For details, see "Adjusting Document Settings" on page 2.4.
- 4 Enter the remote fax phone number using the number keypad.
- 5 Press **Mode/Enter** or **Copy/Start**.

- 6 If the SEND FROM MEMORY feature is set to ON (default setting), the document is scanned into the memory and the display shows the remaining memory capacity and the number of pages being stored in memory.

If the document is fed from the document glass, the display shows "ANOTHER PAGE?" on the top line after the document is scanned into the memory. If you have the next page, remove the scanned page and load the next page on the glass and select "1.YES". Repeat as necessary.

When all pages are scanned, select "2.NO" when the display shows "ANOTHER PAGE?."

- 7 The number is dialled then begins transmission when the remote fax machine is ready.



NOTE: If you want to cancel the fax, press **Stop/Clear** at any time during the transmission.

Sending a Fax Manually

Manual sending allows you to talk to the other party before sending the document. This method is useful if the other party must manually set their fax machine to receive before they can receive a fax. For this mode, you need to have a telephone connected to the EXT jack on the machine.

- 1 Feed the document(s) face up into the ADF.
Or
Place a single document on the document glass face down
- 2 Adjust the document settings if necessary. For details, see "Adjusting Document Settings" on page 2.4.
- 3 Make a call to the remote fax machine from the extension telephone connected to your machine.
- 4 When you hear the other party answers the call, start talking.

When you hear the high-pitched fax signal of the other party's fax machine, press **Copy/Start**.
- 5 Replace the extension telephone.



NOTES:

- When you send a fax manually, you cannot start another fax job until the first job is completed.
 - If you want to cancel the fax, press **Stop/Clear** at any time during the transmission.
 - You can use the **On Hook Dial** button on the control panel to engage the telephone line and dial the number of the remote fax machine. When you hear the fax signal, press **Copy/Start** to start sending. If you pressed the **On Hook Dial** button, you will hear the other party's voice but you will not be able to talk even by using the extension telephone connected to your machine.
-

Confirming Transmission

When the last page of your document has been sent successfully, the machine beeps and returns to Standby mode.

If something went wrong during your fax transmission, an error message appears on the display. For a listing of error messages and their meanings, see page Chapter 8 "Troubleshooting" in the user's guide supplied with the machine.

If you receive an error message, press **Stop/Clear** to clear the message and try to send the document again.

You can set your machine to print out a confirmation report automatically each time sending is completed. For details, see "Message Confirmation" on page 6.3.



3

RECEIVING A FAX

The following topics are included:

- **About Receive Mode**
- **Loading Paper for Receiving Faxes**
- **Receiving Automatically in FAX Mode**
- **Receiving in TEL/FAX Mode**
- **Receiving Automatically in ANS/FAX Mode**
- **Receiving Manually in TEL Mode**
- **Receiving Manually Using an Extension Telephone**
- **Receiving Fax in the Memory**

About Receive Mode

Your machine has four reception modes:

- In FAX mode, the machine answers an incoming call and immediately goes into fax receive mode.
- In TEL mode, when your machine sounds a incoming call, you can receive a fax by picking up the handset of the extension phone and then pressing the remote receive code (see page 3.6), or press **On Hook Dial** (you can hear voice or fax tone from the remote machine) and then pressing **Copy/Start** on the control panel of your machine.
- In TEL/FAX mode, the machine answers an incoming call expecting to receive a fax. If the machine does not sense a fax signal, it will continue to sound the ringing tone to tell you it is a phone call. If you do not lift the handset during the ringing, the machine will switch to fax receive mode.
- In ANS/FAX mode, an answering machine answers an incoming call, and the caller can leave a message on the answering machine. If the fax machine senses a fax tone on the line, the call automatically switches to Fax mode.



NOTE: To use the ANS/FAX mode, attach an answering machine to the EXT jack on the back of your machine.

The current receive mode is displayed when the machine is in Standby mode.



Current
receive mode

If you seldom use the fax line for voice conversations, set your machine to receive a fax automatically by selecting the FAX mode.

Loading Paper for Receiving Faxes

The instructions for loading paper in the paper input tray are the same whether you are printing, faxing, or copying, except that faxes can only be printed on letter-, A4-, or legal-sized paper. For details on loading paper, refer to the Multifunctional Product User's Guide supplied with the machine.



NOTE: After loading paper, you must let your machine recognise the correct size of paper you are loading in the paper tray. See page 6.6 to set the paper size. Your machine uses this setting when printing reports and determining auto reduction for incoming faxes. The paper size setting for the cassette tray and bypass tray does not affect the printing from PC. If you are loading special-sized media for your current print job, do not change this setting. After you have finished printing, reload the original paper for fax printing.

After loading paper for receiving faxes, you need to specify the paper tray you want to use. Take the following steps:

- 1 Press **Paper Tray**.
- 2 Select "CASSETTE" or "BYPASS" by pressing **Paper Tray** repeatedly or using the navigation keys and press **Mode/Enter**.
- 3 If you select "BYPASS", you are allowed to set the type of paper you are using. Continue to next step.
- 4 Press the navigation keys to scroll through the available paper types.
- 5 When the type of paper you are loading is displayed, press **Mode/Enter**.

Receiving Automatically in FAX Mode

Your machine is preset to FAX mode at the factory. If you have changed the fax mode, take the following steps to receive faxes automatically:

- 1 Press **Receive Mode** repeatedly until you see "FAX" on the lower line of the display.

You can also use the navigation keys to select the desired receive mode after pressing **Receive Mode**.

- 2 When the desired mode is displayed, press **Mode/Enter** to save the selection.

- 3 When you receive a call, the machine answers the call on a specified number of rings and receives a fax automatically. To change the number of rings, see "System Data Options" on page 6.6.

To adjust the ringer volume, see "Adjusting the Ringer Volume" on page 1.11.

Receiving in TEL/FAX Mode

- 1 Press **Receive Mode** repeatedly until you see "TEL/FAX" on the lower line of the display.

You can also use the navigation keys to select the desired receive mode after pressing **Receive Mode**.

- 2 When the desired mode is displayed, press **Mode/Enter** to save the selection.

- 3 When you get a call, the machine answers it.

If a fax is being sent, the machine goes into reception mode.

If the machine does not detect a fax signal, it will continue ringing to tell you it is a phone call. If you do not answer the call by pressing **On Hook Dial**, it will automatically switch to reception mode and start to receive any faxes.

Receiving Automatically in ANS/FAX Mode

For this mode, you must attach an answering machine to the EXT jack on the back of your machine.

- 1 Press **Receive Mode** repeatedly until you see "ANS/FAX" on the lower line of the display.

You can also use the navigation keys to select the desired receive mode after pressing **Receive Mode**.

- 2 When the desired mode is displayed, press **Mode/Enter** to save the selection.

- 3 When you receive a call, the answering machine will answer.

If the caller leaves a message, the answering machine stores the message as it would normally. If your machine hears a fax tone on the line, it automatically starts to receive the fax.



NOTES:

- If you have set your machine to ANS/FAX mode and your answering machine is switched off, or no answering machine is connected to your machine, your machine will automatically go into FAX mode after a predefined number of rings.
- If your answering machine has a 'user-selectable ring counter', set the machine to answer incoming calls within 1 ring.
- If you are in TEL mode (manual reception) when the answering machine is connected to your machine, you must switch off the answering machine, or the outgoing message from the answering machine will interrupt your phone conversation.

Receiving Manually in TEL Mode

- 1 Press **Receive Mode** repeatedly until you see 'TEL' on the lower line of the display.

You can also use the navigation keys to select the desired receive mode after pressing **Receive Mode**.

- 2 When the desired mode is displayed, press **Mode/Enter** to save the selection.
- 3 When the ringer sounds, press **On Hook Dial**.
- 4 If you hear a fax tone, press **Copy/Start**.

The machine begins receiving a fax, and returns to Standby mode when the reception is complete.

Receiving Manually Using an Extension Telephone

This feature works best when you are using an extension telephone connected to the EXT jack on back of your machine. You can receive a fax from someone you are talking to on the extension telephone without having to go to the fax machine.

When you receive a call on the extension phone and hear fax tones, press the keys ****9*** (star nine star) on the extension telephone.

The product switches to Fax receive mode and receives the document.

Press the buttons slowly in sequence. If you still hear the fax tone from the remote machine, try pressing ****9*** once again.

****9*** is the remote receive code preset at the factory. The first and the last asterisks are fixed, but you can change the middle number to whatever you choose. For details on changing the code, see page 6.6.

Receiving Fax in the Memory

Since your machine is a multitasking device, it can receive faxes while you are making copies or printing. If you receive a fax while you are copying or printing, your machine stores the incoming fax in the memory. Then, as soon as you finish copying or printing, the machine automatically prints the fax.



4

AUTOMATIC DIALLING

The following topics are included:

- **One-Touch Dialling**
- **Speed Dialling**
- **Group Dialling**
- **Searching for a Number in the Memory**

One-Touch Dialling

The 20 one-touch buttons on the control panel lets you store frequently used fax numbers and automatically dial a number with one touch of a button.

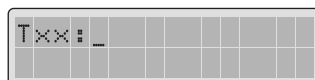
Using the **Shift** button, you can store up to 40 fax numbers on the one-touch buttons.

Storing a Number for One-Touch Dialling

- 1 Press and hold one of the one-touch dial buttons for about 2 seconds.

If you want to use one-touch dial buttons from 21 to 40, press **Shift** and press and hold the one-touch dial buttons for about 2 seconds.

The display asks you to enter the fax number.



"T" signifies you are assigning a one-touch number and "xx" designates the selected one-touch button.

If a number is already stored in the location you chose, the display shows the number to allow you to change the number. To start over with another one-touch button, press **Stop/Clear**.

- 2 Enter the number you want to store by using the number keypad and then press **Mode/Enter**.

To insert a pause between numbers, press **Redial/Pause** and a "-" appears on the display.

If you make a mistake while entering a number, press **Search/Delete** and re-enter the correct number.

- 3 To assign a name to the number, enter the desired name. For details on how to enter names, see "Entering Characters Using the Number Keypad" on page 1.6.

Or,

If you do not want to assign a name, skip this step.

- 4 Press **Mode/Enter** when the name appears correctly or without entering a name.
- 5 To store more telephone numbers, press the desired one-touch button and repeat steps 2 through 4.

Or

To return to Standby mode, press **Menu/Exit** or **Stop/Clear**.

Sending a Fax using a One-Touch Number

- 1 Feed the document(s) face up into the ADF.
Or
Place a single document on the document glass face down.
- 2 Make sure that the product is in the Fax mode and not copy mode. If necessary, press **Mode/Enter** to change the mode into the Fax mode. In the Fax mode, the display shows:



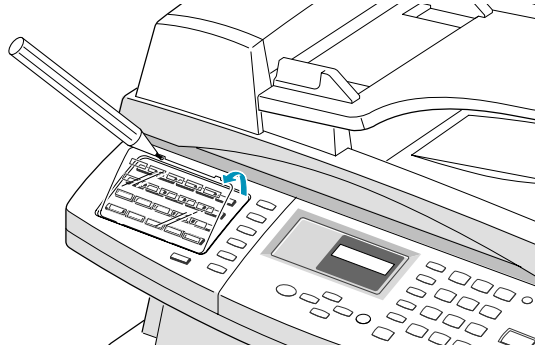
- 3 Adjust the resolution and the contrast to suit your fax needs if necessary. For details, see "Adjusting Document Settings" on page 2.4.
- 4 Press the one-touch button where you stored a number.
- 5 The document scans into the memory.

If the document is loaded on the document glass, the display asks if you want to send another page. Select "1.YES" to add more documents or "2.NO" to begin transmission immediately.
- 6 The fax number stored in the one-touch dial location will be automatically dialed and then the document will be sent when the remote fax machine answers.

Using the One-Touch Sheet

A one-touch sheet is included with your machine. Once you store numbers in one-touch dial buttons, make a note of the numbers on the sheet to remind you which number is stored in each button.

- 1 Remove the clear cover and label.



- 2 Write information on the sheet and replace the sheet and cover.

You may want to use pencil in case you wish to change these numbers later.

- 3 Replace the label and clear cover.

Speed Dialling

You can store up to 80 numbers in one or 2-digit Speed Dial locations (1-80).

Storing a Number for Speed Dialling

- 1 Press and hold **Speed/Status** on the control panel for about 2 seconds.



- 2 Enter a speed dial number by using the number keypad and press **Mode/Enter**.

If a number is already stored in the location you chose, the display shows the number to allow you to change the number. To start over with another speed-dial number, press **Stop/Clear**.

- 3 Enter the number you want to store by using the number keypad and press **Mode/Enter**.

To insert a pause between numbers, press **Redial/Pause** and a "P" appears on the display.



NOTE: If you make a mistake while entering numbers, press < at the end of the entries to delete the last digit or press **Search/Delete** to delete all digits you entered.

To correct errors at the beginning or in the middle of an entry, move the cursor using the < and > to under the incorrect entry and correct it.

- 4 To assign a name to the number, enter the desired name. For details on how to enter names, see "Entering Characters Using the Number Keypad" on page 1.6.

Or,

If you do not want to assign a name, skip this step.

- 5 Press **Mode/Enter** when the name appears correctly or without entering a name.
- 6 To store more telephone numbers, repeat steps 2 through 5.

Or

To return to Standby mode, press **Menu/Exit** or **Stop/Clear**.

Sending a Fax using a Speed Number

- 1 Feed the document(s) face up into the ADF.

Or

Place a single document on the document glass face down.

- 2 Make sure that the machine is in the Fax mode and not copy mode. If necessary, press **Mode/Enter** to change the mode into the Fax mode. In the Fax mode, the display shows:



- 3 Adjust the document settings if necessary. For details, see "Adjusting Document Settings" on page 2.4.
- 4 Press **Speed/Status** on the control panel.
- 5 Enter the speed dial number.
- 6 When the desired number appears on the display, press **Mode/Enter**.
- 7 The document scans into the memory.

If the document is loaded on the document glass, the display asks if you want to send another page. Select "1.YES" to add more documents or "2.NO" to begin transmission immediately.

- 8 The fax number stored in the speed dial location will be automatically dialed, then the document will be sent when the remote fax machine answers.

Group Dialling

If you frequently send the same document to several destinations, you can create a group of these destinations and set them under a 2-digit group dial location. This enables you to use a single speed dialling location to send the same document to all the destinations in the group.

Setting Group Dial

- 1 Press **Menu/Exit** then **Group Dial** on the one-touch dial keypad.
- 2 Press **Mode/Enter** to access "NEW".
- 3 Enter the desired group number between speed dial location numbers between 1 to 80, and press **Mode/Enter**.



NOTE: If the number is already used for group dial, "DELETE? Gxx: ID" (where "xx" designates the selected group dial number) appears on the display. Press **Mode/Enter** to delete the contents in the selected number and continue, or **Menu/Exit** to keep the old number and start over with a different number.

- 4 The LCD display asks you to enter a one-touch or 2-digit speed dial number. Press the one-touch button or speed dial number you want to include in the group.
- 5 Press **Mode/Enter**. Repeat from step 4 to enter other one-touch or speed dial numbers into the group.
- 6 Press **Menu/Exit** when you have entered all the desired numbers. The display asks you to enter ID.
- 7 To assign a name to the group, enter the desired name.
Or
If you do not want to assign a name, skip this procedure.
- 8 Press **Mode/Enter** when the name appears correctly or without entering a name.

- 9 If you want to assign another group, repeat from step 3.

Or

To return to Standby mode, press **Menu/Exit** or **Stop/Clear**.



NOTE: You cannot include one group dial number in another group dial number.

Editing Group Dial Numbers

You can delete a specific one-touch or speed dial number from a selected group or add a new number to the selected group.

- 1 Press **Menu/Exit** then **Group Dial** on the one-touch dial keypad.
- 2 Press \wedge or \vee to select "EDIT" and then press **Mode/Enter**.
- 3 Enter the group number you want to edit, and press **Mode/Enter**. The display prompts you to enter a one-touch or speed dial number.
- 4 If you want to delete a specific speed dial number or one-touch dial number from the group, enter that speed dial number or press the one-touch button (If necessary, press **Shift** and one-touch button.) The LCD display shows "DELETE?".

Or

If you want to add a new speed dial number or one-touch dial number, enter the desired speed dial number or press the one-touch button (If necessary, press **Shift** and one-touch button.) The display shows "ADD?".

- 5 Press **Mode/Enter**.
- 6 Repeat steps 4 and 5 until you complete the changes.
- 7 Press **Menu/Exit** when you finish editing. If there is a name assigned to the group, the name appears in the upper line of the display.
- 8 Change the name if necessary, and press **Mode/Enter**.
- 9 The machine returns to Standby mode.

Sending a Fax Using Group Dialling (Multi-Address Transmission)

You can use Group Dialling for Memory transmission, or Delayed transmission.

Follow the procedure of the desired operation (Memory transmission - page 5.4, Delayed transmission - page 5.2). When you come to a step in which the display requests you to enter the remote fax number, press **Speed/Status** and enter the group dial number. You can use only one group number for one operation. Then continue the procedure to complete the desired operation.

Your machine automatically scans the document loaded in the document tray into the memory, and the machine will dial each of the numbers included in the Group.

Searching for a Number in the Memory

There are two ways to search for a number in the memory. You can either scan from A to Z sequentially. Or you can search using the first letter of the name associated with the number.

Searching Sequentially through the Memory

- 1 Press **Search/Delete**.
- 2 Press **^** or **v** to scroll through the memory until you see the name and number you want to dial. You can search downward or upward through the entire memory in alphabetical order (from A to Z).

While searching through the machine's memory, you will see that each entry is preceded by one of three letters: "T" for one-touch dial, "S" for speed, or "G" for group dial number. These letters tell you how the number is stored.

- 3 When the name and number you want appears on the LCD display, press **Copy/Start** or **Mode/Enter** to dial.

Searching with a Particular First Letter

- 1 Press **Search/Delete**.
- 2 Press the button labelled with the letter you want to search for. A name beginning with the letter appears on the display.
- 3 For example, if you want to find the name "MOBILE", press the **6** button, which is labelled with "MNO".
- 4 Press **^** or **v** to display the next name in the list.
- 5 When the name and number you want appears on the LCD display, press **Copy/Start** or **Mode/Enter** to dial.



5

OTHER WAYS TO FAX

The following topics are included:

- **Redialling**
- **Delayed Transmission**
- **Memory Transmission**
- **Priority Transmission**
- **Polling**
- **Adding Documents To a Scheduled Operation**
- **Cancelling a Scheduled Operation**
- **Monitoring a Dual Job Status**
- **Sending a Flash/Recall/R**

Redialling

To redial the number last called:

Press **Redial/Pause**. If a document is loaded in the ADF or on the document glass, the machine automatically begins to send.

To search through Redial memory:

- 1 Press and hold **Redial/Pause** for about 2 seconds.

The Redial memory in your machine retains the last 10 numbers called. If you have dialled the same number multiple times, the machine does not count the duplicates.

- 2 Press \wedge or \vee to search through the memory until you see the number you want on the display.
- 3 Press **Copy/Start** or **Mode/Enter** to dial. If a document is loaded in the ADF, the machine automatically begins to send.



NOTE: For documents scanned from the document glass, the display asks if you want to scan another page. Select "1.YES" to add another page, otherwise select "2.NO".

Delayed Transmission

You can set your machine to send a fax at a later time when you will not be present.

- 1 Feed the document(s) face up into the ADF.

Or

Place a single document on the document glass face down.

- 2 Adjust the document settings if necessary. For details, see "Adjusting Document Settings" on page 2.4.
- 3 Press **Menu/Exit** and then **Delay TX** on the one-touch dial keypad.
- 4 Enter the number of the remote machine using the number keypad.

To enter the number, you can also press a one-touch button, or press **Speed/Status** and enter a speed dial number including a group dial number.
- 5 Press **Mode/Enter** to confirm the number on the display. The display asks you to enter another fax number to send the document too.



NOTE: A single broadcast (sending to multiple destinations) is available for your machine, so the "ANOTHER NO." prompt does not appear if any broadcast is currently set up and is not completed.

- 6 To enter another fax number, select "1.YES" and repeat from step 4. You can add up to 25 destinations.

Note that you cannot use group dial numbers as another fax number.

- 7 To send to one location or when you complete the last fax number setting, select "2.NO".

- 8 The display asks you to enter a name. If you want to assign a name to the transmission, enter the name. If not, skip over this step.

For details on how to enter the name using the number keypad, see "Entering Characters Using the Number Keypad" on page 1.6.

- 9 Press **Mode/Enter**. The display shows the current time and asks you to enter the start time when the fax is to be sent.

CURRENT	05:00AM
START	05:00AM

10 Enter the time by using the number keypad.

To select AM or PM for 12-hour format, press \wedge or \vee . If you set a time earlier than the current time, the document will be sent at that time on the following day.

11 Press **Mode/Enter** when the start time displays correctly.

12 The document will be scanned into the memory before transmission. The display shows the remaining memory capacity and the number of pages being stored in the memory.



NOTE: For documents scanned from the document glass, the display asks if you want to scan another page. Select "1.YES" to add another page, otherwise select "2.NO".

13 The machine returns to Standby mode and the display reminds you that you are in Standby mode and that Delayed Transmission is set.



NOTE: If you want to cancel the Delayed transmission, see "Cancelling a Scheduled Operation" on page 5.12.

Memory Transmission

Documents are automatically stored in the memory and sent to a remote station. Use this feature to send your documents to multiple locations. After transmission, the documents are automatically erased from the memory.

1 Feed the document(s) face up into the ADF.

Or

Place a single document on the document glass face down.

- 2 Adjust the document settings if necessary. For details, see "Adjusting Document Settings" on page 2.4.
- 3 Press **Menu/Exit** and then **Memory TX** on the one-touch dial keypad.
- 4 Enter the number of the remote machine using the number keypad.

To enter the number, you can also press a one-touch button, or press **Speed/Status** and enter a speed dial number including a group dial number.
- 5 Press **Mode/Enter** to confirm the number. The display asks you to enter another fax number to send the document too.



NOTE: A single broadcast (sending to multiple destinations) is available for your machine, so the "ANOTHER NO." prompt does not appear if any broadcast is currently set up and is not completed.

- 6 To enter another fax number, select "1.YES" and repeat from step 4. You can add up to 25 destinations.

Note that you cannot use Group dial numbers for another fax number.
- 7 To send to one location or when you complete the last fax number setting, select "2.NO".
- 8 The document will be scanned into the memory before transmission. The display shows the remaining memory capacity and the number of pages being stored in the memory.



NOTE: For documents scanned from the document glass, the display asks if you want to scan another page. Select "1.YES" to add another page, otherwise select "2.NO".

- 9 The product begins sending the document in order the numbers were entered.

Priority Transmission

When the Priority Transmission is enabled, a high priority document can be transmitted ahead of reserved operations. The document is scanned into the memory, and transmitted when the current operation is concluded. In addition, the Priority Send will interrupt a broadcast operation between stations (i.e., when transmission to station A ends, before transmission to station B begins) or between redial attempts.

- 1 Feed the document(s) face up into the ADF.

Or

Place a single document on the document glass face down.

- 2 Adjust the document settings if necessary. For details, see "Adjusting Document Settings" on page 2.4.

- 3 Press **Menu/Exit** and then **Priority TX** on the one-touch dial keypad.

- 4 Enter the number of the remote machine using the number keypad.

To enter the number, you can also press a one-touch button, or press **Speed/Status** and enter a speed dial number.

- 5 Press **Mode/Enter** to confirm the number. The display asks you to enter a name.

- 6 If you want to assign a name to the transmission, enter the name. If not, skip over this step.

For details on how to enter a name using the number keypad, see "Entering Characters Using the Number Keypad" on page 1.6.

- 7 Press **Mode/Enter**.

The document will be scanned into the memory before transmission. The display shows the remaining memory capacity and the number of pages being stored in the memory.



NOTE: For documents scanned from the document glass, the display asks if you want to scan another page. Select "1.YES" to add another page, otherwise select "2.NO".

- 8 The machine shows the number being dialled, and begins sending the document.

Polling

What is Polling?

Polling is used when one fax machine requests another to send a document. This is useful when the person with the original document to be sent is not in the office. The person who wants to receive the document calls the machine holding the original and requests that the document be sent. In other words, it "polls" the machine holding the original.

TX Poll

You can program your machine to send documents in your absence when polled by a remote fax machine. It is possible to use a poll code to prevent unauthorised polling of your fax machine. When you secure your machine in this manner, only those who know the poll code can poll your machine.

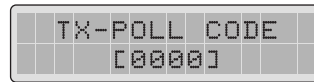
- 1 Feed the document(s) face up into the ADF.

Or

Place a single document on the document glass face down.

- 2 Adjust the document settings if necessary. For details, see "Adjusting Document Settings" on page 2.4.

- 3 Press **Menu/Exit** then **Polling** on the one-touch dial keypad.
- 4 Press **Mode/Enter** when you see "TX POLL" on the display. The display asks you to enter a 4-digit TX poll code. The poll code is preset to 0000 at the factory, which represents no poll code.



- 5 If you want to use a poll code, enter the desired 4-digit code (except for 0000), and press **Mode/Enter**.

Or

If you do not want to secure the transmission with a poll code, press **Mode/Enter** when the display shows "0000" for the poll code, or enter **0000**.

- 6 The display asks you to store the document in the machine's bulletin memory.

- 7 Press < or > to select "ON" or "OFF". Then press **Mode/Enter**.

Select "ON" if you want store the document in the bulletin board memory. More than one remote station can poll that document from your machine.

If not, select "OFF". The document will be automatically erased after being polled by a remote machine.

- 8 The machine stores the document in the memory. The display counts the number of pages being stored in the memory and the memory capacity remaining.



NOTE: For documents scanned from the document glass, the display asks if you want to scan another page. Select "1.YES" to add another page, otherwise select "2.NO".

- 9 The machine returns to Standby mode.



NOTE: If you have previously set the receive mode to other than FAX mode, the machine automatically switches to FAX mode (automatic receiving) when set to be polled.

Delay RX Poll

You can set your machine to automatically receive documents from an unattended remote fax machine now, or at a later time. This feature permits unattended polling in the evening hours when telephone rates are lower.



NOTE: The remote machine must be ready for polling.

- 1 Make sure that you load paper into the tray, and specify the tray to use from the control panel. For details, see page 3.3.
- 2 Press **Menu/Exit** and then **Polling** on the one-touch dial keypad.
- 3 Press **^** or **v** to select "DELAY RX POLL" and press **Mode/Enter**. The display asks you to enter the number of the remote fax machine.
- 4 Enter the number of the remote fax machine using the number keypad.

To enter the number, you can also press a one-touch button, or press **Speed/Status** and enter a speed dial number.

- 5 Press **Mode/Enter** to confirm the number. The display asks you to enter another fax number to receive the document.



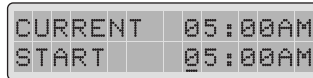
NOTE: A single broadcast (sending to multiple destinations) is available for your machine, so the "ANOTHER NO." prompt does not appear if any broadcast is currently set up and is not completed.

- 6 To enter another fax number, select "1.YES" and repeat step from 4. You can add up to 25 destinations.

Note that you cannot use group dial numbers for another fax number.

- 7 To receive from one location or when you complete the last fax number setting, select "2.NO".

- 8 The display asks you to enter the time when your machine calls the remote machine.



- 9 Enter the time using the number keypad. Use ^ or v to select AM or PM in 12-hour mode. If you set a time earlier than the current time, your machine call the number at that time on the following day.

Or

To call the remote fax machine(s) immediately, skip over this step.

- 10 Press **Mode/Enter** when the time appears correctly in the display or without entering the time. The display asks you to enter a 4-digit code. Poll code "0000" represents no code.

- 11 If the remote machine is secured with a Poll code, you must enter the correct code, and press **Mode/Enter**.

Or

If the remote machine is not secured with a Poll code, press **Mode/Enter** to accept '0000' which represents no code, or enter **0000**.

- 12 If you have entered a specific start time, the machine will dial, and receive a document from the remote machine at the time.

If not, the machine dials the remote machine immediately.

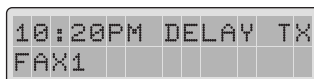
Adding Documents To a Scheduled Operation

You can add documents to the delayed transmission previously scheduled in your machine's memory.

- 1 Feed the document(s) face up into the ADF.

Or

Place a single document on the document glass face down.
- 2 Adjust the document settings if necessary. For details, see "Adjusting Document Settings" on page 2.4.
- 3 Press **Menu/Exit** and then **Add/Cancel** on the one-touch dial keypad.
- 4 Press **Mode/Enter** to access "ADD". The LCD display shows the last job scheduled in the memory.



- 5 Press **^** or **v** until you see the operation to which you want to add documents, and press **Mode/Enter**.

The machine automatically stores the documents in the memory, and the display shows the remaining memory capacity and the number of pages.



NOTE: For documents scanned from the document glass, the display asks if you want to scan another page. Select "1.YES" to add another page, otherwise select "2.NO".

- 6 After storing, the product shows the total number of pages and added pages, and then returns to standby.

Cancelling a Scheduled Operation

- 1 Press **Menu/Exit** and then **Add/Cancel** on the one-touch dial keypad.
- 2 Press **^** or **v** to select "CANCEL", and press **Mode/Enter**. The display shows the last scheduled job in memory.
- 3 Press **^** or **v** until you see the operation you want to cancel, and press **Mode/Enter**.
- 4 Select "1.YES" to confirm your selection. The selected job is cancelled.

Or

Select "2.NO" to cancel your selection.
- 5 The machine returns to Standby mode.

Monitoring a Dual Job Status

Your product can perform more than one function simultaneously. For example, you can:

- Receive a fax into the memory while making a copy.
- Store a fax document for later transmission while printing an incoming fax.

While the machine performs dual tasks, press **Speed/Status** to see the current status on the display of the other operation. Each time you press **Speed/Status**, the current status of the two operations displays alternately.

Sending a Flash/Recall/R

Some special phone services require a switch-hook signal for proper operation. For example, if you have call-waiting, you can put a call on hold and take a second call on the same line by pressing the **Flash/Recall/R** button.

- 1 When you are on the telephone and hear the call waiting signal, press **Flash/Recall/R**. The first caller is on hold and you are speaking to the second caller.
- 2 Press **Flash/Recall/R** again to talk to the first caller again.



NOTE: If you do not have a special service that uses the switch-hook signal, do not press **Flash/Recall/R** during a call. If you do, you could disconnect the line.

MEMO



6

ADDITIONAL FEATURES

The following topics are included:

- **Using the Secure Receiving Mode**
- **Printing Reports**
- **System Data Settings**
- **Using Remote Control Panel**
- **Clearing Memory**

Using the Secure Receiving Mode

You may need to prevent your received faxes from being accessed by unauthorised people. You can turn on the secure fax mode using the Secure Receive option to restrict printing out all of the received faxes when the machine is unattended. In the secure fax mode, all incoming faxes will go in the memory. When the mode turns off, any faxes stored will be printed.

To turn the secure receiving mode on:

- 1 Press **Menu/Exit** and then **System Setup** on the one-touch dial keypad.
- 2 Scroll through the options by pressing \wedge or \vee until "SECURE RECEIVE" appears.
- 3 Press \lt or \gt to display "ON" on the bottom line and press **Mode/Enter**.
- 4 Enter a four-digit passcode you want to use, using the number keypad and press **Mode/Enter**.



NOTE: You can use the secure receiving mode without setting a passcode, but cannot protect your faxes.

- 5 To return to the standby mode, press **Stop/Clear**.

When a fax is received in the secure receiving mode, your machine stores it into the memory and displays "SECURE RECEIVE" to let you know that there is a fax stored.

To print received documents:

- 1 Access the "SECURE RECEIVE" menu by following the steps 1 and 2 above.
- 2 Press \lt or \gt to display "PRINT" on the bottom line and press **Mode/Enter**.
- 3 Enter the four-digit passcode and press **Mode/Enter**.

The faxes stored in the memory are printed all together.

To turn the secure receiving mode off:

- 1** Access the "SECURE RECEIVE" menu by following the steps 1 and 2 in "To turn the secure fax mode on."
- 2** Press < or > to display to display "OFF" on the bottom line and press **Mode/Enter**.
- 3** Enter the four-digit passcode and press **Mode/Enter**.

The mode is deactivated and the faxes stored in the memory are printed all together.
- 4** To return to the standby mode, press **Stop/Clear**.

Printing Reports

Your machine can print reports containing useful information – Schedule Job, System Data, etc. The following reports are available:

Message Confirmation

This report shows the fax number, the number of pages, elapsed time of the operation, the communication mode, and the communication results.

You can set up your machine to print the message confirmation report in one of the following ways:

- Automatically after each transmission (ON).
- Automatically only if an error occurs during transmission (ERR).
- No report printed at all (OFF). You can print this report manually at any time you want.

Schedule Job Information

This list shows the document currently stored for Delayed transmission, Priority transmission, and TX or Delay RX polling. The list shows the starting time, type of operation and others.

Phone Book List

This list shows all of the numbers currently stored in the machine's memory as one-touch dial, speed dial and group dial numbers.

System Data List

This list shows the status of the user-selectable options. After you change any setting, print this list to confirm your changes.

Transmission Journal

This report shows information concerning transmission activities recently made.

Reception Journal

This report shows information concerning reception activities recently made.

Help List

This list shows the machine's basic functions and commands to use as a quick reference guide.



NOTE: The list you have set to print out automatically will not print out when there is no paper loaded or a paper jam has occurred.

Your machine automatically prints out the following pages to report some conditions:

Multi-Communication Report

This report is printed automatically after sending documents or receiving documents from more than one location.

Power Failure Report

This report is printed out automatically when power is restored after a power failure if there was any data loss due to the power failure.

Printing List

- 1 Press **Menu/Exit** and then the one-touch button corresponding to the list you want to print.
 - Tx Confirm: Message Confirmation
 - Schedule Job: Scheduled Job Information
 - Phone Book: Phonebook List
 - System List: System Data List
 - Tx Journal: Transmission Journal
 - Rx Journal: Reception Journal
 - Help List: Help List
- 2 The selected list prints out.

System Data Settings

Your machine has various user-selectable system data options. These options are preset at the factory, but you may need to change them. To find out how the options are currently set, print the System Data list. For details on printing the list, see "System Data List" on page 6.4.

Setting System Data Option

- 1 Press **Menu/Exit** and then **System Data** on the one-touch dial keypad. The display shows the first system data option, "CASSETTE PAPER" on the upper line of the display.
- 2 Scroll through the options by pressing \wedge or \vee repeatedly.
- 3 When the option you want appears on the display, choose the desired status by pressing \lt or \gt , or enter the desired value using the number keypad.

If the available choices are numbered, you can press the corresponding number key to select the desired status immediately.

- 4 When the status you want is displayed or indicated by the blinking cursor on the lower line of the display, press **Mode/Enter** to save the selection.
- 5 You can exit from setup mode at any time by pressing **Menu/Exit** or **Stop/Clear**.

Menu/Exit backs you up to the previous menu level.
Stop/Clear returns to Standby mode.

System Data Options

Option	Description
CASSETTE PAPER	The paper size for fax reception you have in the paper cassette – LTR(letter), A4, or LGL(legal).
BYPASS PAPER	The paper size for fax reception loaded in the bypass tray – LTR(letter), A4, or LGL(legal).
MESSAGE CONF.	A report showing whether the transmission was successful, how many pages were sent, and more. Options are ON, OFF or ERR (prints only when a transmission is not successful).
AUTO JOURNAL	A report with detailed information about the previous 50 communications operations, including time and dates. Optional settings are ON or OFF.
RECEIVE CODE	The Receive Code allows you to initiate fax reception from an extension phone plugged into the EXT jack on the back of the machine. If you pick up the extension phone and hear fax tones, enter the Receive Code. The Receive Code is preset to *9* at the factory. Settings range from 0 to 9.
POWER SAVE	The power save menu item lets you reduce power usage when the machine is idle. Select ON to turn this feature on. The display prompts you to choose the length of time the machine waits after a job is printed before it switches to a reduced power state. Select OFF to turn this feature off. It keeps the machine ready to print with minimum warm-up time.
ECM MODE	Error Correction Mode compensates for poor line quality. Options are ON or OFF. If the line quality is poor, transmission time may be increased when ECM is enabled.

Option	Description
RX REDUCTION	<p>When receiving a document as long as or longer than the paper installed in your machine, the machine can reduce the size of the document to fit the size of paper loaded in the machine. Select ON if you want to automatically reduce an incoming page. You can set the Horizontal Reduction. With Horizontal Reduction enabled, the machine reduces an incoming document along the vertical axis only.</p> <p>With this feature set to OFF, the machine cannot reduce the document to fit onto one page, the document is divided and printed in actual size on two or more pages.</p>
DISCARD SIZE	<p>When receiving a document as long as or longer than the paper installed in your machine, you can set the machine to discard any excess at the bottom of the page. If the received page is outside the margin you set, it will print on two sheets of paper at the actual size.</p> <p>If the document is within the margin, and the RX Reduction feature is turned ON, it will be reduced to fit into the appropriate size paper (Discard does not occur). If the Auto Reduction feature is turned OFF or fails, the data within the margin will be discarded. Settings range from 0 to 30 mm.</p>
REDIAL INTERVAL	Your machine can automatically redial a remote fax machine if it was busy. Intervals from 1 to 15 minutes can be entered.
REDIALS	Specifies the number of redial attempts (0 to 13). If you enter 0, the machine will not redial.
ANSWER ON RINGS	Specifies the number of times the machine rings (1 to 7) before answering an incoming call.
SEND FROM MEMORY	When enabled, all fax transmission documents are automatically scanned into the memory. It will not be necessary to wait until documents in the Automatic Document Feeder are sent before you can send or store other fax jobs.
LOCAL ID	When enabled, the machine automatically prints the page number, date and time of reception at the bottom of each page of a received document.
CLOCK MODE	You can configure the machine to display time using either a 12-hour or 24-hour format.

Using Remote Control Panel

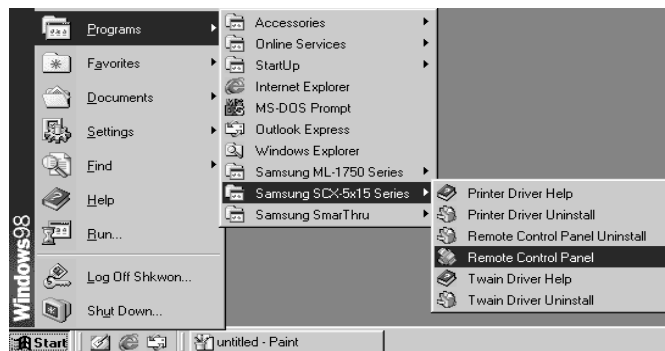
Using the Remote Control Panel, you can set up fax system data options, create and edit the Phonebook entries, or view the information of your machine on the desktop window of your computer.

When you install the Samsung software, the Remote Control Panel utility is automatically installed.

For information on installing the Samsung software, please refer to the Samsung SCX-5x15 Series User's Guide.

To open the Remote Control Panel, take the following steps:

- 1 Start your Windows.
- 2 Click the **Start** button on your desktop computer.
- 3 From **Programs**, select **Samsung SCX-5x15 Series**, then **Remote Control Panel**. Then the SCX-5x15 Series Remote Control Panel screen appears.



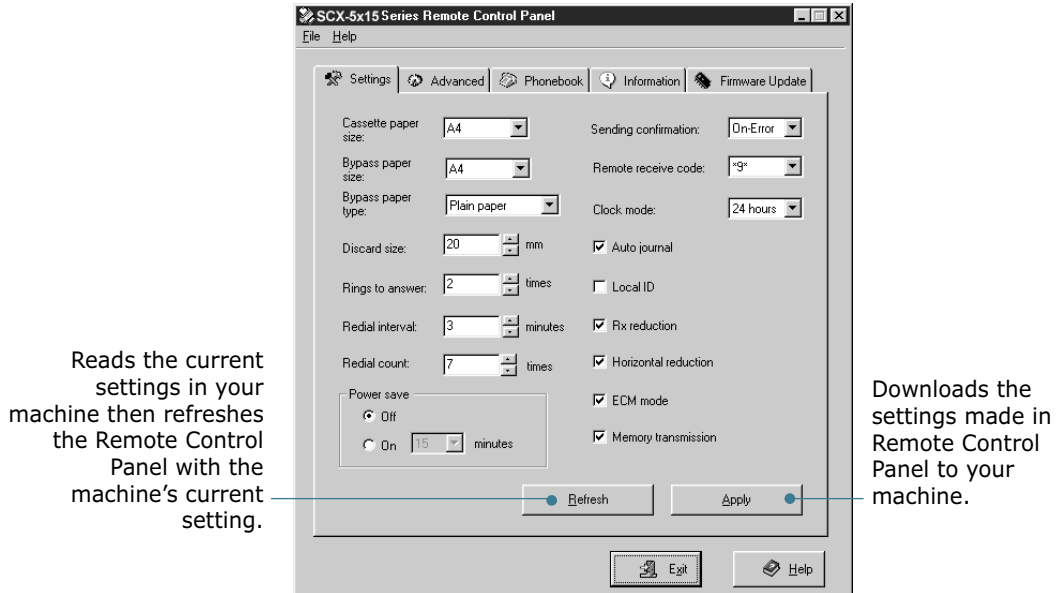
- 4 The Remote Control Panel screen provides five tabs; **Settings**, **Advanced**, **Phonebook**, **Information**, and **Firmware Update**.

To exit, click the **Exit** button at the bottom of each tab screen.

For further details, click the **Help** button at the bottom of each tab screen.

Settings Tab

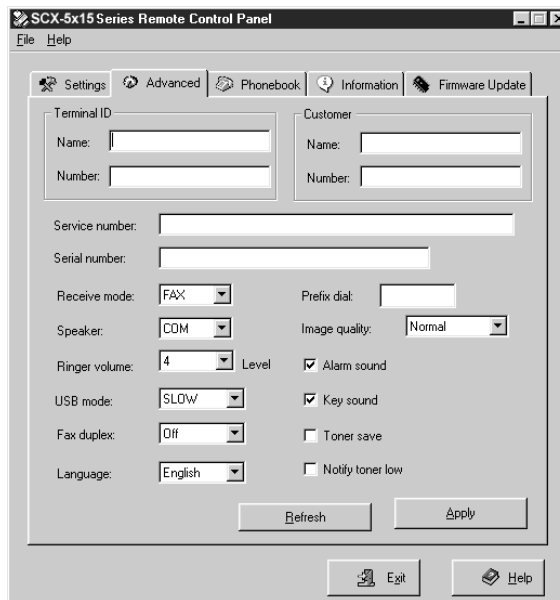
Click the **Settings** tab to configure fax system data settings.



For details on the system data setting options, see page 6.6.

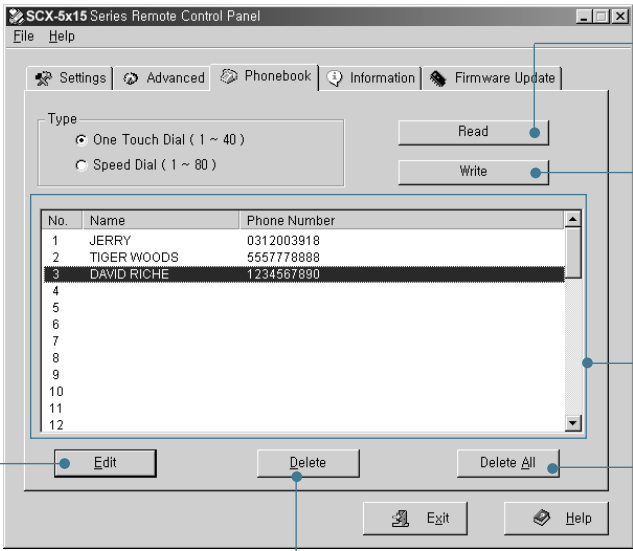
Advanced Tab

Click the **Advanced** tab to change the default fax system setup options.



Phonebook Tab

Click the **Phonebook** tab to create and edit the Phonebook entries.



Reads the Phonebook entries from the machine to the Remote Control Panel.

Allows you to download the Phonebook entries from the Remote Control Panel to the machine.

Phonebook entries

Deletes all Phonebook entries.

Deletes a selected Phonebook entry.

Allows you to edit a selected Phonebook entry in a separate Edit dialog box.

No.	Name	Phone Number
1	JERRY	0312003918
2	TIGER WOODS	5557778888
3	DAVID RICHE	1234567890
4		
5		
6		
7		
8		
9		
10		
11		
12		

Information Tab

Click the **Information** tab to view the software version information and various counters which allows you to check how many pages have been scanned or printed as well as how many jams have occurred while using the product.



Model Name: Samsung SCX-5x15 Series

Firmware Version: 0.80 Engine Version: 1.00

Emulation #1 Version: PCL5e 1.42

Emulation #2 Version: PCL6 2.32

Free memory: 100 %

Platen scan count: 3 ADF scan count: 14

Print count: 49 Drum count: 1

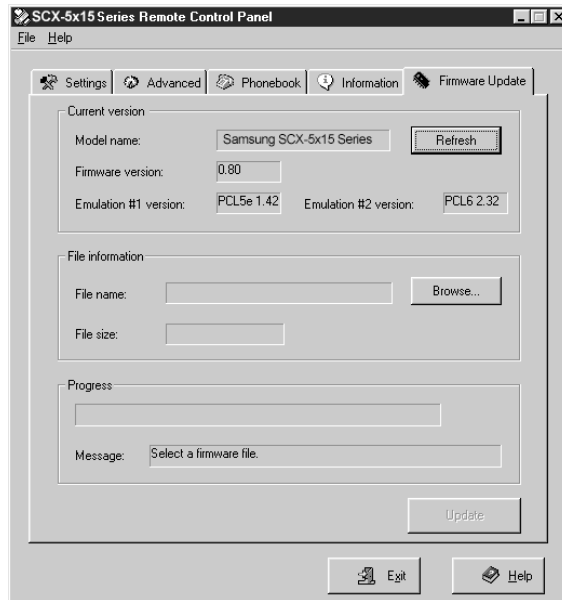
ADF jam count: 20 Print jam count: 0

Refresh

Exit Help

Firmware Update

Click the **Firmware Update** tab to update the firmware of your machine. This feature should only be used by an authorised technician. Please consult with the point of purchase or a locally authorised dealer.



Clearing Memory

You can selectively clear information stored in your machine's memory.

- 1** Press **Menu/Exit** then **Memory Clear** on the one-touch dial keypad.
- 2** Press **^** or **v** until you see the item you want to clear.
 - **SYSTEM ID:** your fax number and name are cleared from the machine's memory.
 - **SYSTEM DATA:** restores all the user-selectable options to the factory default.
 - **PHONEBK/MEMORY:** clears the speed dial or group dial numbers stored in the memory. In addition, all the Scheduled Job operations you have scheduled are also cancelled.
 - **TX-RX JOURNAL:** clears all records of transmissions and receptions.
- 3** Press **Mode/Enter**. The selected memory is cleared, and the display asks you to continue clearing the next item.
- 4** Repeat steps 2 and 3 to clear another item.

Or

To exit and return to Standby mode, press **Menu/Exit** or **Stop/Clear**.



INDEX

A

- add documents 5.11
- ADF, load 2.2
- automatic dialling
 - group 4.7
 - one-touch 4.2
 - speed 4.5

C

- cancelling
 - fax 2.8
 - scheduled faxes 5.12
- characters, enter 1.6
- contrast, set 2.6
- control panel 1.2

D

- date and time, set 1.8
- delayed transmission 5.2
- document
 - load
 - ADF 2.2
 - document glass 2.3
 - prepare 2.2
 - settings, adjust 2.4
- document glass, load 2.3

F

- flash, send 5.13

G

- group dial
 - dialling 4.9
 - editing 4.8
 - setting 4.7

L

- language, change 1.9

M

- memory transmission 5.4
- memory, clear 6.12
- monitor, job status 5.12

O

- one-touch dial
 - dialling 4.3
 - storing 4.2
- one-touch sheet 4.4

P

- paper tray, set 3.3
- paper, load 3.3
- polling
 - delay RX poll 5.9
 - TX poll 5.7
- priority transmission 5.6

R

- receive a fax
 - in ANS/FAX mode 3.5
 - in FAX mode 3.4
 - in memory 3.6
 - in secure receiving mode 6.2
 - in TEL mode 3.5
 - in TEL/FAX mode 3.4
 - using extension phone 3.6
- receive modes 3.2
- redial, last number 5.2
- remote control panel 6.8
- reports, print 6.2

resolution, set 2.5

S

search, a number 4.10

secure receiving mode, use 6.2

send a fax

 automatically 2.6

 manually 2.7

speed dial

 dialling 4.6

 storing 4.5

system data

 change 6.5

 options 6.6

system ID, set 1.5

system setup

 change 1.11

 options 1.9

V

volume, adjust

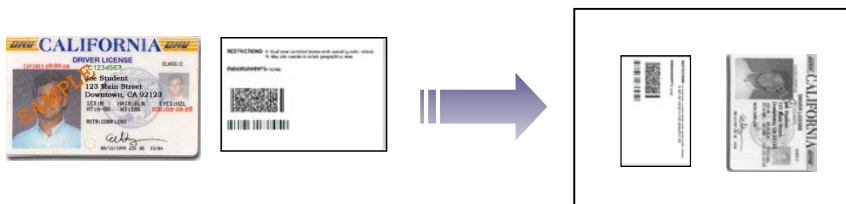
 ringer 1.11

 speaker 1.12

Samsung SCX-5315F

I.D. Card Copy Instructions

The SCX-5315F offers a unique feature called I.D. Card Copy that, when enabled, allows users the ability to copy the front and back of insurance cards, driver licenses, and other cards onto the front of a single sheet of paper—all quickly and easily with just the touch of a button.



Eliminates Hassles and Wasted Paper

I.D. Card Copy eliminates the hassle users encounter on other machines of having to copy the front of the card, then re-feed the sheet of paper back into the machine in just the right way to copy the back of the card so both the front and back of the I.D. card are copied onto the front of a single sheet of paper.

Below are instructions on how to enable the I.D. Card Copy on the SCX-5315F, and how to copy both sides of the card. Once the feature is enabled, the user simply follows the “How to Use the I.D. Card Copy Feature” instructions each time he/she wants to use the feature.

How To Enable the I.D. Card Copy Feature

- ❶ Enter Tech Mode by pressing *Menu #1934*. (TECH will appear on display.)
- ❷ Press *Menu*, then *System Setup* (located on upper left of control panel), then press *Up* arrow (↑) until *I.D. Card Copy* shows on display.
- ❸ Press *Right* arrow (→) until it reads *ON*.
- ❹ Press *Enter*.
- ❺ Press *Menu #1934* to exit Tech Mode.

How To Use the I.D. Card Copy Feature

Once the feature is enabled, the user simply does the following:

- ❶ Place the I.D. card on the glass (left half of the glass).
- ❷ While in Copy Mode, press *TonerSave**. The machine will copy the front of the card and store it in memory.
- ❸ Turn the card over and press *Start*. The machine copies the image stored in memory, then copies the other side and outputs one sheet of paper with both images presented 2-up.

If you need assistance with this feature, please contact our Technical Support Hotline Monday – Friday from 7:00am – 6:00pm PST at (877) 873-7279.

Please note that enabling the I.D. Card Copy feature disables the TonerSave, PowerSave and PaperSave features.

